

# FileCD<sup>®</sup> Laboratory

## Fast, Efficient Order Management for Laboratories

FileCD Laboratory is an innovative, powerful, easy-to-use laboratory order management system that eliminates lost orders, increases productivity, reduces operating costs, and improves overall patient care.

Created specifically for clinical laboratories, FileCD Laboratory combines the latest in document imaging, workflow, and barcode technologies to streamline the processing and management of standing orders.

## Works the Way You Do

FileCD Laboratory automates and streamlines the ordering and tracking of laboratory tests, from the moment a physician places a routine or standing order, until all tests have been completed. The result: a complete, accurate record of all patient clinical interventions, that can be instantly accessed by authorized personnel.

First, routine or standing orders are delivered or faxed to the laboratory by the prescribing physician's office; they can be hand-carried by the patient as well. Once the requested specimens have been collected, FileCD Laboratory easily scans and captures all order forms. If desired, physicians can directly and securely create and submit orders via the Internet.

Next, FileCD Laboratory places any new standing orders into the appropriate work queue. The Customer Service staff then enters the requested test's name, its start date, frequency, etc. Each time a patient with a recurring order returns, FileCD Laboratory will print a "recurring order" form specifying the tests that are scheduled for that particular visit. After the necessary specimens have been collected, the order form is then scanned into FileCD Laboratory. For PRN tests, and orders having irregular frequencies, FileCD Laboratory provides ideal tracking support.

All related test information is also printed – in barcode format – on the form. By reading the barcode information, FileCD Laboratory efficiently determines which tests were completed during the visit, then automatically updates the patient's record with the next scheduled test dates, remaining number of visits, etc. Should a patient not return for the next scheduled appointment, FileCD Laboratory will immediately generate a reminder letter.

One month prior to the expiration of each standing order, FileCD Laboratory will generate and send a reminder letter to the prescribing physician, with a request to either renew or terminate the order. FileCD Laboratory can also create comprehensive audit reports to help your staff view the status of all standing orders.

## **FileCD Healthcare Supports Your Organization**

FileCD Laboratory is a component of the flexible FileCD Healthcare product family, integrating Document Management and MPI Integrity systems for Admitting, Business Offices, Medical Records, Laboratories and Pharmacies. Designed to adapt to the needs of your growing organization, FileCD Healthcare helps you quickly and easily transform any departmental application into an enterprise-wide implementation.

### **Only FileCD Laboratory**

- Reduces the time needed to manage standing orders, while eliminating lost orders
- Improves patient safety with reliable barcode technologies
- Supports online order entry by physicians, thereby increasing the safety and accuracy of orders
- Ensures that only physician-authorized tests are performed as part of any standing order
- Enables continuity of testing by automatically generating requests to physicians to renew standing orders
- Reduces paper document management costs through electronic storage and routing
- Supports simultaneous order access throughout an organization
- Provides the foundation for an end-to-end electronic health information environment
- Improves HIPAA compliance

## Features

- Intuitive and easy to use. FileCD Laboratory uses a “file cabinet” system to organize documents.
- Link with most Laboratory Information Systems with a single key stroke.
- Find archived orders in seconds with powerful database search capabilities.
- Generate comprehensive reports on clinical interventions.
- View, zoom, rotate, print, fax or e-mail any order directly from a PC.
- Add text, highlights, sticky notes, and even voice annotations to an order.
- Improve the accuracy of patient tracking and identification with barcode technologies.
- Provide HIPAA compliant security and audit trails.
- Open, customizable and built on Internet and client/server architectures.
- Support high-speed scanners, digital copiers and fax servers.

Don't wait for the “next generation” in clinical document management. FileCD Laboratory is here today! Contact TeleFile at **(650) 212-3453** or visit **filecd.com** for more information.

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*www.filecd.com*

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