

FileCD[®] Patient Financial

Automated, Flexible Document Management

FileCD Patient Financial is an innovative, powerful, and easy-to-use patient document management system that eliminates filing errors, increases productivity, reduces operating costs, streamlines the revenue cycle, and improves overall patient care.

Created specifically for hospital admitting and business offices, FileCD Patient Financial combines the latest in document imaging, workflow, enterprise report management, and barcode technologies to store billing folders online – ensuring instant, easy access for all authorized personnel.

Works the Way You Do

FileCD Patient Financial automates and streamlines the entire revenue cycle, from the moment a patient walks in the door until all the payments have been collected. FileCD Patient Financial efficiently tracks and manages the patient registration and EOB payment processes, gathering and consolidating all of a patient's admission and billing documents in a single electronic folder. The result: complete patient billing records that can be instantly accessed by all authorized personnel.

First, FileCD Patient Financial easily scans and captures all incoming patient documentation, such as insurance cards, driver's license, and referral forms. Next, the system prints out an admission packet that is pre-populated with the patient's demographic information. This packet can contain face sheets, wristbands, consent forms, labels, and more. If desired, the documents can be printed in Spanish.

Once the patient has signed the consent forms, the admitting clerk simply scans the signed documents into FileCD Patient Financial (forms that do not require the patient's signature are automatically uploaded into FileCD Patient Financial). For even greater ease of use, your admitting staff can capture the patient's signature electronically via a signature pad.

FileCD Patient Financial then uses the patient demographic information – such as financial class and insurance type – to automatically prioritize and route the patient folder to the work queues of the insurance verifiers, financial counselors, and other business office personnel for processing. Bills, UB92, 835 EOB and computer reports associated with the patient visit are automatically uploaded into FileCD Patient Financial. Additionally, all paper EOB, claim documents, correspondences, and checks are scanned, indexed, and stored in the patient's folder.

FileCD Patient Financial presents a comprehensive, end-to-end view of all patient transactions, and ensures instant access for all authorized users throughout your organization. FileCD Patient Financial is proactive, too – it can generate comprehensive audit reports to help you detect any missing documents in seconds.

FileCD Healthcare Supports Your Organization

FileCD Patient Financial 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 Patient Financial

- Allows users to customize their work queues, thereby streamlining and optimizing your businesses processes.
- Improves patient safety with barcode technologies
- Accepts electronic signatures to speed the registration and approval processes
- Stores and routes patient billing folders electronically, reducing paper storage and management costs
- Improves document security
- Enables faster payment collections
- Eliminates filing errors
- Locates missing documents in patient folders
- Supports simultaneous document access throughout an organization
- Improves HIPAA compliance

Features

FileCD Patient Financial presents a comprehensive, end-to-end view of all patient transactions with these features:

- **Intuitive and easy-to-use.** FileCD Patient Financial organizes patient information in exactly the same way you'd store documents in a file cabinet.
- **Automated and flexible workflow.** FileCD Patient Financial routes paperwork to the queue of each workflow participant, based on user profiles and work rules.
- **1D and 2D barcode technologies** improve the accuracy of patient tracking and identification.
- **Automatic document consolidation.** FileCD Patient Financial ensures that all related admission, billing, and collection documents are kept in the same electronic billing folder.
- **Overlay computer reports** like UB-92s and HCFA 1500s onto electronic forms to reproduce printed originals.
- **Powerful database search and audit capabilities.** FileCD Patient Financial helps authorized personnel locate any necessary patient documents in seconds. The system also generates comprehensive audit reports to help users detect missing documents
- **Extensive annotation capabilities** enable users to add text, highlights, sticky notes and rubber stamps to a document. These annotations do not alter the original document content.
- **OCR with batch balancing** efficiently extracts payment information from EOBs.
- **Import check and remittance data** from lockboxes of financial institutions.
- **Comprehensive set of image processing functions.** View, zoom, rotate, print, fax, or e-mail any documents.
- **Easy, macro-based integration** links seamlessly with virtually any Health Information System. Exchange data through HL7 interface and XML in real-time.
- **HIPAA-compliant.** FileCD Patient Financial robust security and audit trails protect patient confidentiality, and ensure compliance with all privacy regulations.
- **Scalability.** Built on Internet and client/server architectures. FileCD Patient Financial is open and customizable, and supports high-speed scanners, digital copiers, FAX servers and signature pads.

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

System Flow Chart

