

## Gain Control of Patient Medical Records

In today's economy, hospitals, clinics, nursing homes and medical practices are looking for ways to cut costs. At the same time, they are facing new governmental pressure to digitize all medical records within the next five years. The question for medical professionals becomes how to do both without compromising patient care.

The bulk of patient records from hospitals, clinics, medical practices and nursing homes are still in paper format, and that's not likely to change, even with the digitization of medical records looming. All institutions have rooms full of archived patient records. And even with EMR/EHR systems in place, caregivers will continue to make notes and add to paper records. The challenge for medical professionals is to convert all that paper-based information to electronic documents for use in electronic medical records, whether on a day-forward or backfile basis – or both.

SuperiorGlacier can help. We have the technology and expertise to accomplish backfile and day-forward medical records scanning in the fastest, most cost-effective way possible. We've been in the paper scanning business for more than 34 years and we know what you need to be successful, compliant, and continue to provide the best possible patient care.

### About Our Services

Whether planning for day-forward or backfile scanning, many healthcare institutions and medical practices believe they can handle the process in-house with existing staff and technology. But because staff has other duties in addition to scanning, and technology isn't necessarily up to par, these same institutions and practices soon find themselves with a back-log of patient records sitting in a room, waiting to be scanned.

By partnering with SuperiorGlacier, healthcare providers can keep up with daily scanning, and can more quickly get on top of backfile scanning. Our experts and technology can provide your professionals with faster access to patient information to search, retrieve and distribute as needed to provide optimal care.

### Technology

- SuperiorGlacier offers the fastest scanning technology available today. We can scan up to 18,000 pages per hour while still keeping costs down. Our scanners can handle any type and size of medical record, including X-ray film, microfilm and microfiche. Once documents are scanned, we provide you with data that can easily integrate with your EMR/EHR system or a DMS that we recommend.

### Expert Personnel

- Whether SuperiorGlacier works on-site or off-site, we have a team who will train and manage the personnel who work on your project. We can supervise your existing staff, or can hire new employees from your community. We insist all personnel are trained on equipment, processes and security to our precise standards in order to maintain the level of service our customers have come to expect. We also perform background checks on all incoming employees.

### Compliance and Security

- SuperiorGlacier is compliant with HIPAA and ISO standards. The privacy of your patient data is very important to us. We maintain the highest level of security with limited access to our facilities, security cameras in all locations and more. We've worked on thousands of confidential, highly sensitive projects for more than 34 years.

### Consulting

- SuperiorGlacier will work with you to determine the scope and needs of your document management project. We'll help you evaluate both your backfile and day-forward scanning needs to help you establish a plan to move forward. We'll also help you determine whether off-site or on-site services will work best, depending on space limitations, costs, and more.

## The Benefits of Working with SuperiorGlacier

Document management is what SuperiorGlacier does best. We've been scanning and indexing paper documents for more than 34 years and along the way have developed processes and systems to help our clients save time and money. Because we provide the fastest possible technology and highly trained experts, healthcare administrators will realize both time and cost savings. In-house staff simply cannot manage this process as efficiently and effectively as SuperiorGlacier does. SuperiorGlacier is well known for providing better quality scanning and indexing and faster turn-around times, for less cost than other providers or even in-house processing centers.

By scanning backfiles, institutions and practices will rid themselves of off-site storage costs and will free up valuable and expensive space in their facilities. Once scanned, all this archived information will be available faster than ever before so it can be used and distributed almost immediately, giving the healthcare industry better information to provide the best possible patient care.

## About SuperiorGlacier

In 1975, SuperiorGlacier opened our doors to help prepare documentation for trials and regulatory matters in all industries including healthcare. While the nature of documents and the types of clients we serve have changed over the years, our commitment to providing top-quality services has never wavered. For more than 34 years, we have provided consulting and a wide range of services to manage information, data and documents. During these years, we have shown our clients that we understand their industries and their unique needs, and are committed to providing the most efficient and cost-effective solutions for their document management challenges.

When you partner with SuperiorGlacier, you will receive outstanding support and services. We'll help you stay on top of your projects with our proven project management methods and the latest technology to save time and money on document scanning. And you'll work with experts who can offer advice and support along the way.

Call SuperiorGlacier and let us help you get started with your backfile and day-forward medical records management projects today.

**SuperiorGlacier**  
PROCESS MATTERS

New York: 212-514-6500  
Washington, D.C.: 202-393-1600  
Chicago: 312-214-3339  
[www.superiorglacier.com](http://www.superiorglacier.com)

