The challenge
Because physicians and other care providers must do more in less time, completing, approving and signing documents are tasks that can prove challenging, tedious and often lower in priority than other activities.

But when documents are incomplete or missing from the patient’s chart, medical record coding and care decisions cannot move forward. Paper-based documents and forms are often inconveniently located and difficult to access, particularly when the signers are moving between facilities. Add in communication and care-coordination between multiple caregivers, and you have a process that can grind to a halt, impacting other departments and personnel. The result? Unnecessary, costly delays in coding, billing and chart completion.

The 3M solution
With 3M ESA, physicians and caregivers have flexible electronic access to one tool set for reviewing, editing, approving and signing both the scanned and transcribed documentation they are responsible for completing. Wherever the caregiver is with a laptop or computer connected to the Internet, 3M ESA can make the documents available to them securely at any time. Physicians don’t have to remember different passwords when using 3M ESA. Its single-sign-on capacity enables easy integration with EHRs and other applications physicians use daily.

If documents must be reviewed or signed by multiple attending physicians and residents, 3M ESA accommodates dual signatures and also provides secure authentication of records. The software only displays appropriate patient records to each authorized caregiver or designated alternates, and once a signature is applied, 3M ESA prevents any further editing. If more changes or additions are needed, they are added as addenda.

3M ESA is designed to help your organization reduce chart completion times and costs and also improve documentation quality by facilitating communication between the transcription department (using the 3M™ ChartScript™ Software)
and care providers. It integrates with the 3M™ ChartFact™ Software to track deficiencies and can be customized to comply with facility-specific rules, state/federal policies, regulations and legislation.

Additional features and benefits
- User-friendly interface for improved productivity
- Personalized list of current documents for each care provider
- Ability to designate an alternative signer, which accommodates needs for covering physician absences, etc.
- Option to add additional care providers to courtesy copy distribution list
- Electronic messaging available for easy communication between clinicians and transcriptionists
- Forms markup and completion capability for scanned documents

Easy integration for complete solutions
To operate 3M ESA, users need the 3M™ ChartScript™ Software for a complete voice-to-text solution. The combination of these two applications gives users seamless access to transcribing and editing dictation and speech recognition jobs and an automated distribution method.

For a more comprehensive document creation and management solution, 3M ESA also integrates with:
- 3M™ ChartView™ Software — View patient information, clinical data, transcribed documents and scanned paper records online in real-time.
- 3M™ ChartScan™ Software — Enables you to electronically capture paper patient records without increasing staff and virtually eliminates form redesign with our patented process.*
- 3M™ ChartScriptMD™ Software — Enables document creation and sign off of a chart in one step, virtually eliminating transcription costs. This front-end speech recognition and template-based application is powered by SpeechMagic.™ Created documents are signed using 3M ESA functionality.
- 3M™ VoiceScript™ Software — Allows your care providers to dictate anywhere, anytime with the 3M digital dictation management system.

*3M™ ChartScan™ Software is covered by U.S. Patent Number 6,772,943.

3M™ ChartFact™ Software — Analyzes deficiencies and reduces chart completion time.
3M™ 360 Encompass™ System — Is the only computer-assisted coding and clinical documentation improvement solution fully integrated with the market-leading 3M™ Coding and Reimbursement System.

Reporting capabilities
- View a worklist showing unsigned documents
- Search for documents based upon current needs (e.g., by provider, specific patient, date range, document type, etc.) and create a worklist from the search
- Display summary and detailed data on chart deficiencies and delinquencies for each care provider upon login
- Real-time signature status, turnaround time reporting and ad hoc report creation for HIM administration

Flexible security settings
To maintain appropriate access to sensitive data, 3M applications provide user-specific security features:
- Individual user ID and password logon with automatic logoff after user-defined period of system inactivity
- Signed documents cannot be opened or modified; addenda can be opened and signed later
- Integration with security features of industry-standard servers and databases to capture additional audit data
- Single-sign-on capability for seamless integration with other physician applications

Up-to-date, scalable technology
3M ESA is part of the latest generation of 3M’s unified services platform and offers a ClickOnce deployment for easy installation. 3M solutions are:
- Compatible with industry-standard technology, such as Microsoft® Windows® XP and Windows® 7
- HIPAA-enabled applications that operate using today’s standard PC and networking technology

Call today
For more information on how 3M solutions can assist your organization, contact your 3M sales representative, call us toll-free at 800-367-2447, or visit us online at www.3Mhis.com.