



**Improve accuracy.
Increase productivity.
Strengthen performance.**

Your HIM department faces challenges from all directions. The CEO is concerned about the hospital's overall health. The CFO worries about revenue and cash flow. Physicians want to streamline transcription and documentation. Medical records struggles with completing assembly. Qualified transcriptionists and coders are hard to find, and they need tools for better efficiency. All this happens amid constantly changing regulations, and you're charged with staying on top of it all.

3M has a full suite of solutions to help you and your team meet these challenges. Our products and services are designed to help you build a strong HIM department and streamline the flow of accurate information throughout your organization. From dictation and transcription, through coding and abstracting, our solutions simplify processes while strengthening performance.

Solutions for accuracy and productivity

3M products and services give you the ability to efficiently capture, store, retrieve, access and manage a patient's record in electronic format, which is essential for completing documentation, controlling operating costs, improving workflow and expediting billing.

Speech recognition, dictation and transcription

3M solutions give your physicians the flexibility to dictate anywhere, at any time, via phone, PC or PDA. The 3M™ ChartScript™ Software, recognized by KLAS in 2008 as having the highest performance score for the dictation and transcription category,* enables your staff to transcribe dictation and edit speech-recognized documents remotely, which improves turnaround time and reduces transcription costs.

Coding, grouping and abstracting

3M can help you optimize your coding process for full capture, better compliance, less rework and fewer denials. The 3M™ Codefinder™ Software, named the top software product for the KLAS market segment medical records coding for 2008,* can help you attract and retain good coders. It lets them quickly access, view, annotate, code and group electronic medical records for timely, accurate coding and faster turnaround. Expert coding pathways and built-in intelligence prompts coders with up-to-date codes and regulations—because getting it right in the beginning saves both time and money.

3M coding and grouping software is used in hospitals worldwide to accurately capture the clinical picture. 3M proprietary analyzer tools cue coders to check for specific diagnoses and procedures, and when appropriate documentation is present, enable them to capture the information for full, appropriate reimbursement.

Document imaging

Electronic medical records are easier to locate, take up less room, enable more than one person to view them at the same time and allow offsite access. The 3M patented document imaging process† enables electronic capture of patient records without increasing staff.



Health Information Systems

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Chart deficiency management

3M solutions analyze chart deficiencies and automatically prompt your staff for missing information. This helps reduce chart completion time and simplify chart tracking—whether they are paper or electronic.

Release of information

3M software can help you simplify and manage the release of information process for paper, electronic or hybrid records. Let 3M help you identify and track the status of all medical record correspondence requests, capture disclosures made within the HIM department and external departments, and report on staff productivity and department turnaround statistics.

3M Consulting Services

As the HIM director, you are often required to work with other departments and interact with a wide variety of personnel. Sometimes an outside consultant can provide the objective and specialized expertise it takes to analyze an organization and help improve processes and workflow. With more than 25 years of experience, 3M Consulting Services can help you analyze your clinical documentation processes and coding and workflow procedures, fine-tuning them for maximum quality and productivity. 3M consultants can be your advocates when working with clinicians, the rest of your HIM department, and hospital executives.

The 3M advantage

When it all works together, everyone involved can experience higher satisfaction. Physicians are pleased with the transcription quality and turnaround time, coders and transcriptionists have the tools to do their jobs efficiently, your CFO and CEO are satisfied with the financial results, and patients can receive better quality care. 3M integrated solutions can help you deliver this satisfaction.

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**.

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