

## 3M™ ChartScan™ Software

- **Converts paper documents to indexed electronic documents for easy access anytime, anywhere**
- **Removes the “paper road blocks” that create delays in care delivery, coding and reimbursement**
- **Adapts to a wide variety of workflows to increase efficiency and reduce costs**

### The 3M advantage

**3M ChartScan is a cost-effective document imaging and forms management solution that electronically captures patient records using a patented scanning and quality control process.\***

**It provides you with the tools to enhance productivity, lower labor costs, and increase accuracy.**

**This robust, flexible solution can help you bridge the gap between the demand for increased record availability and the management of that record in any department or workflow.**

### The challenge: Move cost effectively from paper to electronic documentation

Many healthcare facilities document patient care using paper forms and charts. Paper-based processes are inefficient and require costly time and resources for assembling, labeling, transporting and storing physical charts. The manual nature of paper forms and other documentation causes delays, omissions and errors in the flow of patient information to clinicians who need it for patient care and to the HIM and back office staff for coding, billing and reimbursement. The inefficiency of paper-based documentation is a large part of the reason that government regulations mandate a move to all-electronic documentation.

To implement electronic document management, organizations need a scalable, customizable system that accommodates a wide array of department and specialty clinic workflows and also integrates with existing HIT systems.

### The 3M solution

The **3M ChartScan Software** turns paper-based workflows into electronic workflows by scanning at either the point of service or retroactively during other processes. Scanned images provide quick access to legible documentation and help reduce delays in the flow of information for patient care, coding, billing and reimbursement. 3M ChartScan also eliminates the time and cost of chart assembly, transportation and storage, resulting in significant savings over time.

With its flexibility and versatility, 3M ChartScan accommodates the existing workflows and forms of any department or specialty, while also integrating with electronic health records (EHRs) and other health information systems. Facilities can implement 3M ChartScan one department at a time with minimal disruption, creating a comprehensive, collaborative approach to document management.

# 3M™ ChartScan™ Software

Documentation made available electronically via 3M ChartScan helps to eliminate roadblocks to patient information, reduce errors and delays in patient care, chart completion, coding, and billing. It also facilitates better accountability for documentation quality and enhances compliance with HIPAA and other security requirements and standards.

## Features and benefits

- Uses its patented process to automatically index documents to correct patient encounter, document type, page number and orientation
- Identifies documents in correct page order and alerts users if any pages or documents are missing from the chart
- Prints personalized individual forms or form packets for patients from anywhere in a facility
- Performs batch scanning and quality check processes
- Prints patient wristbands with user-selected information, including barcodes (MRN) to promote positive patient identification
- Scans documents at the point of service directly into the patient's chart, making them immediately available in the patient record
- Captures patient signatures electronically via electronic signature pads and clipboards
- Captures digital photos
- Imports faxed documents and other document formats
- Provides reports on quality control (QC) productivity, turnaround statistics and scanning volume

## Integration

To achieve the functionality described in this document, 3M ChartScan must be integrated with the following 3M applications:

- **3M™ ChartView™ Software** for online viewing of patient information and electronic documents
- **3M™ Electronic Signature Authentication Software** so physicians can review, annotate, and sign electronic documents anytime and anywhere
- **3M™ RAAS DL™ Software** for long-term storage of electronic documents with easy retrieval
- **3M™ ChartQ Software** for workflow management of online chart completion and coding



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## Optional applications

3M ChartScan can also be integrated with the **3M™ 360 Encompass™ System** or **3M™ Coding and Reimbursement (CRS) System** so scanned documents are available for coding and CDI processes, and with the **3M™ ClinTrac™ product suite** so scanned documents are available for coding and case management.

## Technology

3M ChartScan is compatible with:

- Fujitsu high-speed scanners and most major brands of high-speed scanners
- Kofax® Adrenaline® card and any high-speed scanner that works with Kofax Adrenaline technology
- TWAIN-compatible scanners
- Fujitsu PaperStream

## 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.3m.com/his](http://www.3m.com/his).

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