



## DocQSign: - The proven electronic signature solution

### Supporting doctors and improving healthcare administration:

**Lack of time:** Demanding schedules require that doctors maximise the value of every minute. With DocQsign, doctors are no longer required to visit the medical secretary to sign letters. Documents awaiting signatures are automatically queued to an electronic “inbox,” where they are immediately accessible after transcription.



**Critical need for timely document completion:** The timeliness of a completed document is critical to the delivery of patient care, case billing, and compliance with legal and regulatory mandates. With DocQsign, providers can access typed letters and correspondence from virtually any Web-connected location—at the point of patient care, from their office, or from home—to review, edit and authenticate documents. Once electronically signed, the document is automatically routed by the DocQment Enterprise Platform to the appropriate location, reducing turnaround times and concerns about incomplete reports.

**Demand for quick and easy access to patient records:** Their time is critical, and doctors need the ability to access documents quickly and easily from multiple locations. DocQsign follows a familiar “inbox” concept that allows even first-time users to quickly learn navigation and functionality. DocQsign presents authorised users with a list of their letters and documents which are awaiting approval. Each document can be viewed and edited as appropriate, or indeed rejected. The user can also print the documents locally in accordance with appropriate security permissions and restrictions.

#### **It's faster, easier, and more convenient.**

DocQsign will help you reduce turnaround times and access documents with ease. This critical piece of workflow technology collects all the transcribed documents providers need to review and sign in a convenient, electronic inbox. The system flags documents that contain inaudible dictation, so that the providers can edit the information without re-routing the document for more typing. To sign a document, providers simply point and click. When needed, DocQsign can also automatically route documents for dual signature.



## ☐ Maximise productivity

Using DocQsign, busy doctors can maximise their use of time.

- > **Complete** the medical records from any location, at any time. Users are no longer required to visit the typing department only during the hours the department is staffed.
- > **Eliminate** the paper shuffle. It's not necessary to open a paper-based document and make those hand scribbled corrections before leaving it on the typist desk.
- > **Easily retrieve** documents from the electronic inbox. The turnaround time for document editing is reduced, since the provider can (if granted editing rights) edit the document without waiting for transcription changes.

## ☐ Minimise workflow steps

Expedite your processes at many levels with one incredible tool.

- > **Eliminate** the need to notify the administration department to pull incomplete medical records for signature. Users simply log into the application and begin signing at their convenience.
- > **Dramatically reduce** the number of phone calls to the administration department to request a copy of documentation for patient care or billing purposes. Doctor offices will have the ability to access and print the desired documentation (depending on security permissions).
- > **Do away with** waiting for a photocopy of documentation, since an authorised user can print a copy at any time.

## ☐ Enjoy instant access

Authorised users can retrieve documents instantly once transcription is complete.

- > Doctors can **view, edit or sign** their documents using real-time Internet access.
- > **Eliminate** the inconvenience of trying to locate a misplaced letter
- > **Review** reports electronically even after they've been signed.

## ☐ Never worry about security

DocQsign uses the Secure Sockets Layer (SSL) standard to fully encrypt all data, so doctors can safely access and sign documents from any location.

Using DocQsign means no more waiting for delivery of paper-based medical documents. Call us today to see how this amazing product can simplify your documentation procedures. You'll never again look at your signature in quite the same way.

For information about additional MedQuist products or services, please visit [www.speechmachines.co.uk](http://www.speechmachines.co.uk) or call 01684 312310