Document Server

"Your Paperless Office"

😰 Docs Manager Mast - ADLU - 124306

Benefits

Eliminates Paper No Lost Documents Reduce Searching Time Save Filing Storage Space

Features

Access from Fax / Email Integrated Document Viewer Attach Metatags OCR Conversion Searchable Documents Multiple Document Types

Integrated With

Accounting & Financials ADT / Census Control EMR / EHR / Clinicals

Scanners Supported TWAIN Compatible

Report Writers

ADL Reportwriter Crystal Reports Fast Reports SQL Reporting Services

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Document Imaging

- Scan paper documents to store in accounting/patient modules
- Supports JPEG, PDF, or TIFF and high-resolution format

Data Repository

- Hospital ADT Documents
- Correspondence
- MRI, X-Ray, Labs & CT Scans
- Legal Documents
- Dept of Social Services
 Communications

Metadata and Searching

- Mark up docs with metadata
- · Locate files using keywords

OCR Conversions

- Copy recognized text from scanned image
- Fax into Microsoft Word and other Office programs

Save Faxes

- Create an archive for faxes
- · Store faxes as images
- Email files as attachments

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