Lotus software

IBM Lotus Forms software for healthcare: reduce costs and improve healthcare service with open standards–based eForms.

Highlights

■ *Helps make processing forms easier for you, your patients and your subscribers*

■ *Frees healthcare providers to spend more time on healthcare and less time processing paper*

■ *Creates a single, consistent source of information that can be securely routed with multiple signatures and stored for easy accessibility*

■ *Provides a choice of deployment options: rich client and thin client, online or offline*

■ *Helps simplify regulatory compliance by helping ensure the accuracy, quality and auditability of all forms-based data*

■ *Helps increase efficiency by streamlining the flow of information and by automating workflow and approval cycles*

■ *Scales to meet the needs of large and small health-care providers*

With Lotus Forms software, healthcare companies can make information available quickly to the people and systems that need it.

IBM Lotus® Forms software helps you unlock the information—and the value—trapped in paper forms. Instead of wasting time and resources on rekeying or scanning information from hard copy, healthcare providers have more time and resources for optimal provision of healthcare.

Through electronic versions of traditional paper forms, you can make critical information about patients, billing and benefits immediately available to the people and systems that need it, without replacing your existing technology. You also improve the accuracy and quality of data through pixel-precise representations

of paper forms. Fewer mistakes translate into lower costs and better healthcare service—not to mention smoother regulatory compliance and reporting.

Improve service through less paperwork and easier form completion

Lotus Forms software can simplify paperwork for healthcare companies and their customers. Because paper-based processes can be labor intensive, care providers often spend as much time on paperwork as on patient care. Lotus Forms software allows care providers to complete intuitive online electronic forms quickly and easily, instead of filling out mountains of paper for enrollment, claims submission, billing and explanations of benefits. The forms include built-in intelligence that can prefill many fields, prompt users for additional information and highlight incomplete or inaccurate entries to simplify form completion. Wizards can also guide novice users through completion, reducing the likelihood of mistakes.

Regardless of who completes a form—doctor, patient, subscriber or staff member—he or she can complete it more quickly, with greater accuracy. And because all forms are electronic and based on open standards, you can more readily share and reuse the information across systems without scanning or rekeying data from the original hard copy. Less time spent finding and completing forms translates into more time for patient care and customer service—and higher customer, patient and subscriber satisfaction.

Support the needs of an increasingly mobile healthcare workforce

Lotus Forms software allows in-home specialists or staff members within a healthcare facility to carry electronic versions of forms with them on a laptop or other portable device. With the rich client option of Lotus Forms software, a worker can complete forms on a mobile device while disconnected from the Internet at the patient's home or bedside, and submit and upload the forms at a later time. With the thin client option, a care provider can complete a form from any standard browser connected to the Internet.

Both options give you more flexibility to send staff members where they're needed most. As the baby boomer generation ages, many expect an increase in demand for in-home healthcare. Lotus Forms software can help you anticipate this shift in healthcare delivery by giving workers the tools they need to go where patients are.

Increase the consistency, quality and accuracy of information

Lotus Forms software can help protect the integrity of your data by reducing the potential for errors when completing forms. Whether you are manufacturing a drug or filling a prescription, a paperwork error can be life threatening. Lotus Forms software helps you capture information that is vital to ensuring safety and quality in an accurate and complete way. Intelligence embedded within a form can identify discrepancies and flag areas that might indicate potentially serious conditions. Also, because you don't have to scan or rekey information from hard-copy documents, you eliminate the mistakes that can occur when converting paper-based data to an electronic format.

With everyday tasks such as filling prescriptions or logging study and quality data, Lotus Forms software can help guard against the oversights,

errors and delays that can plague paper-based processes—improving the quality of care for customers, while potentially reducing your risk. You can attach supporting documents to a form to provide context and background information. Electronic forms also accommodate multiple signatures for processes that involve several reviewers.

Streamline and automate processes

Reduce or eliminate the silos of information that result when different areas within a business—and collaborating healthcare providers—use different systems. By maintaining data in a structured, open definition, Lotus Forms software helps simplify the exchange of information between departments and organizations. Rather than requiring you to scan or key information from a paper form for each system that needs the information, Lotus Forms software automatically feeds the different systems and databases in place throughout your business. A "once and done" approach to form completion can simplify and streamline your existing processes. Lotus Forms software also integrates with widely used workflow engines to ensure that the right people can review and approve the right information as soon as possible.

Strengthen regulatory compliance efforts

With Lotus Forms software, you can strike an effective balance between efficiency and regulatory compliance. Clinical trials and United States FDA reporting can generate vast amounts of paperwork. And regulatory requirements — such as HIPAA and CFR 21 Part 11 in the U.S. — mandate stricter security, privacy and accountability standards for electronic information.

Lotus Forms software streamlines and simplifies the completion of forms required by governmental and regulatory bodies, as well as the standards for keeping electronic data secure. You can add attachments and accommodate multiple signatures to ensure that the proper reviews and approvals take place. You also have the security tools to help protect patient/subscriber privacy, while keeping the data you need easily in reach. And because forms data is in a searchable electronic format, you can readily find what you need for year-end financial reporting and compliance submissions.

Enhance your IT investments' value and promote information sharing

Lotus Forms software is based on open standards such as XForms, enabling you to leverage the systems, applications and technology you've already invested in. Lotus Forms software can integrate with your existing databases, applications and middleware. It can also work with the workflow, content management and messaging solutions you've already implemented, while helping you use those systems in innovative ways to streamline processes and convert paper-based data into a more flexible and dynamic electronic format. And with Lotus Forms software, "open" doesn't mean "insecure." Lotus Forms software provides security-rich, pixel-precise, exact representations of your paper forms that can help protect your sensitive data and that of your patients or subscribers.

For more information

To find out more about the IBM Lotus Forms software for healthcare and life sciences solution, visit:

ibm.com/software/forms