



NURSING DEPARTMENT

Speed Forms Processing and Give Nurses More Time with Patients

Your nurses want to give patients the best care and service possible. Unfortunately, processing paper forms often diverts their attention and saps their time, limiting their positive impact on those who need it most. In addition to nurses wasting time on forms retrieval, filing, photocopying and other manual tasks, pre-printed forms incur high storage and supply costs, not to mention the delays and version control issues that arise when changing forms.

Access's electronic forms management solution for the nursing department overcomes these challenges. Instead of searching in storage areas for forms that may not be there or may be out of date, nurses simply look up the patient in the health information system (HIS) and click a button to print all relevant forms from a secure electronic repository.

The Access system pre-populates patient demographics on the forms, and barcodes are affixed. This way, staff members in HIM no longer have to spend time on laborious and error-prone manual data entry, as the document management system uses the barcodes to tie forms to patients' records – completing their electronic medical records (EMR).

With Access's proven solution, your hospital can:

- Improve the availability of all clinical forms, including order sets, progress notes and nurses' notes

- Boost nurse productivity by putting all relevant forms at their fingertips

- Enhance patient safety by porting completed forms directly into the document management system, and so ensuring that they're associated with the correct HIS record

- Ensure that only current versions that comply with HIPAA, FDA and Joint Commission standards are used

- Reduce the financial and environmental costs associated with storing, duplicating and wasting paper forms

- Eliminate the delays associated with paper forms

- Protect patient privacy by ensuring that only authorized users have access to electronic forms data

- Add value to the EMR initiative by creating seamless, paperless processes in which forms are interfaced directly into patient records

- Facilitate business continuity by enabling staff to access clinical e-forms in the event of a natural disaster or HIS downtime

Saving Time and Money at Dubuis Health System

“Access’s solution enables us to share information across departments and facilities far more easily than when we used paper forms. The e-Forms Repository enables us to print forms as needed, and we no longer have to print labels and waste time sticking them on each form.”

Cheryl Davis
IT Director

Dubuis eliminated the cost of using an external forms vendor and disposing of unused forms, as a precise amount of forms are now requested, generated and managed in-house in a secure electronic environment. Before implementing Access products, staff at Dubuis printed each patient form in a distinct print job. Access allows them to select multiple patients and several forms to print in one run, saving time and effort.

Supporting the Disaster Plan at Mercy Medical Center

“Forms are revised once and as soon as that’s done they’re available to every department using EFR. There has been a huge time savings for people who manage our forms.”

Vicki Wittmer
Systems Analyst

Instead of relying on vulnerable paper documents, Mercy Medical Center in Cedar Rapids, Iowa, now manages forms in Access’s EFR, and prints them on demand from any department. If Mercy Medical was hit by a flood or other natural disaster, the forms that the facility needs to offer patients uninterrupted service would no longer be at risk. In addition, the costs and delays of replacing thousands of paper forms would be avoided.



Hospital-Wide Electronic Forms Management

Access’s nursing department solution is part of the company’s industry-leading range of electronic forms management offerings, developed in concert with our customers to deliver time and cost savings and complement EMR, patient safety and disaster planning initiatives at hospitals worldwide. Here are just some of the other departments and functions that Access provides solutions for:

- Patient Access
- HIM
- Clinical Departments
- Patient Finance/Business Office
- Physician Services
- Nursing
- Oncology
- Accounts Payable
- Human Resources
- Risk Management
- Housekeeping/Environmental Services
- Dietary
- Payroll