

## CASE STUDY

# ADEC Bulk Scanning Solution of Medical Records

<b>PROJECT</b>	BULK MEDICAL RECORD SCANNING FOR A MAJOR HOSPITAL
<b>CLIENT</b>	CONFIDENTIAL
<b>LOCATION</b>	NEW SOUTH WALES, AUSTRALIA
<b>INDUSTRY</b>	HEALTHCARE
<b>SERVICES</b>	DOCUMENT SCANNING

## THE CHALLENGE

ADEC was contracted to complete a back scanning project for a major public hospital. Due to ongoing redevelopment plans, the hospital's existing storage facility had to be demolished and there was no capacity to store medical records after redevelopment. Moreover, the existing storage was congested thereby making it difficult for their staff to access the records.

ADEC was to scan, store, and provide access to over 75,000 medical records which equates to approximately 10 million pages.

## OUR SOLUTION

ADEC was on site for five weeks to remove the records from the institution's facility. The documents were shipped back to ADEC twice a week. After each delivery the records were catalogued and made available online the following day.

ADEC processed 100 archive boxes a week. Each box was prepared, indexed to the district's event set hierarchy, loaded on to an encrypted hard drive and shipped back to the ICT team for bulk import to Cerner Power Chars (EMR 2). Each file was scanned individually, reconciled and uploaded within 24 hours of pick up. A 24/7 scan on demand facility was also set up where a requested file was immediately located and scanned within 2-4 hours of request. ADEC also developed a program in order to split the files when they would exceed 80MB, as the institution's system would only take up to 100MB for an individual file.

ADEC reported back weekly with the type of records scanned, the number of records and total page counts. In total, ADEC processed 4,985 boxes, scanned over 11 million pages and also digitised 937,000 microfiche images.

## THE ADEC INNOVATIONS ADVANTAGE

ADEC is one of the largest bureaus in Australia with over 25 years of industry experience. In response to the medical arena's PCEHR initiatives, hospitals, specialists and GP practices are progressively working towards the digitisation of all patient records. ADEC has been actively involved with the digitisation of medical records from a vast array of Local Health Districts.

ADEC specializes in the digitisation of patient records and, whilst bulk scanning of any material has similar elements, there are special considerations with medical records; in particular, the attention to detail for data capture. ADEC has extensive experience of indexing documents by agreed parameters or catalogue formats and a proven track record of successfully delivering these services to hospitals and doctors' surgeries alike, on time and within budget. ADEC is also aware of data security and privacy. All ADEC staff are police vetted. ADEC always aims to ensure that the process of scanning and uploading large volumes of historic records is as seamless as possible.

## Deliverables and Results

- Collection of documents was complete within a 5-week period.
- ADEC completed the project within 10 months even though there was a 30% increase in the volume of records than initially projected.

## Client Testimonial

"ADEC were very accommodating and delivered the project as promised, special mention to the production team there who went above and beyond to deliver this on time, we highly recommend them for all types of medical record scanning."