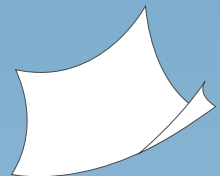


Get the most out of Docman.

Review and analyse your software with a Docman
Health Check.



Review and analyse your software with a **Docman Health Check** and refresher training day.

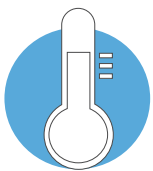
A Docman Health Check will ensure the complete integrity of your information and provide an update on operations in your practice.

The system review will analyse if the practice is using Docman in the most efficient way and improve procedures, where necessary, to save you time.

Maximise
your QOF
return

Improve
summarising
accuracy

Speed up
your filing
process



A Docman system Health Check will ensure Docman data is being backed-up correctly and check the integrity of documents.



Document and workflow reports are produced to identify any broken (API) document links and documents not in folders.



Increase efficiencies of using Docman by assessing current practice procedures and protocols.



Conduct Docman upgrades to make sure the latest version of Docman is being used.



Increase productivity and improve patient care by ensuring best practice.

“

I love Docman because the customer service is helpful and the trainers are always willing to go the extra mile to help you understand how it all works. It seems Docman wants you to understand how to use their product to its best. ”

Joanna Ivanov, The Phoenix Medical Centre

Workflow Report

A brief assessment of current operations and an opportunity to discuss current procedures and protocols. The report will also show active workflows over 14 days and workflows with incomplete actions.

Scanning/Filing review

An opportunity to look at the most efficient way to scan and file using correct procedures and protocols.

Workflow viewing

Individual sessions for Clinical staff and Admin staff to discuss the scanning and workflow process. Quick Steps are shown to speed up working and improve processes.

Maintenance and system set-up

A session to show system administrators how to give a basic Health Check and update Docman. Demonstrations given to ensure maximum efficiencies are being achieved with Docman.

6000
practices use
Docman GP

You take care of the patients.
We'll take care of the documents.



“ Docman provides the practice with sophisticated document management service that allows us to provide excellent care to our patients. In addition they provide great support. ”

Mark Taylor, IT Manager, Churchill Medical Centre

“ Docman helps to maximise QOF points whilst being intuitive and easy to operate. ”

Ian Shepherd, Practice Manager, Oxshott Medical Practice

“ Having a days refresher from Docman was incredibly useful. It's amazing how things have come on and the things we found we weren't using but are now...well recommended. ”

Dr Neil Paul, Sandbach GPs, Cheshire

120
NHS trusts

6,000
GP practices

docman
delivering paper free care

200,000
NHS staff

37,000,000
patients registered

Our passion is electronic document management.

We provide one-click, easy to use electronic document management software to support busy NHS organisations.

Built on a one-click philosophy, our software is designed to be completely user-friendly so you can focus your time on patient care.

Arrange a demonstration:



01977 66 44 96



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sales@docman.com