docmandictate
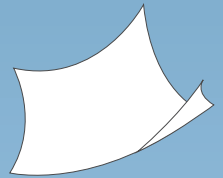
Created by GPs for your GP Practice

Dictate, transcribe and review documents with Docman Dictate

Your digital dictation and workflow solution.

Over 3,000 practices benefit from the flexible solution that integrates with your existing clinical systems and Docman to increase efficiency and accuracy.

Easily dictate, transcribe and review documents digitally to save your organisation money and reduce time spent on document creation. Keep track of all referrals with a simple view of the date, time, author and progress of each dictation. Integrated audit and reporting tools allow you to approve documents and track progress.

Communicate securely

Easy installation

Increased productivity

Simple dashboards to view your incoming and waiting dictations in priority order so you can deal with urgent referrals first.

Completely configurable to your way of working to seamlessly fit within your working environment.

Management and reporting tools give you complete visibility of your workload whilst allowing you to track and audit outputs.

Full audit trail to ensure no referrals are missed with a complete view of the date, time and who completed each step.

Audit Trail

docman
delivering paper free care

talk

Easily record dictations from your desktop

Save time trying to locate hardware or urgent referrals on unmarked tapes. Securely dictate, prioritise and send letters straight away to your chosen destination.

Benefit from digital notes, attachments such as related documents/images and integration with your clinical system and Docman.

type

View outstanding workload based on priority

Instantly see when a new dictation has been received and how urgent it is with a simple colour coded view. Dictations can be sent to an individual or team to ensure all dictations are actioned; especially helpful when staff are on leave.

Once a document has been transcribed it is securely returned to the author for checking and approval.

admin

Free management & reporting tools to give you a complete overview

The management module allows you to customise Docman Dictate to your way of working. Features include creating regular recipient lists, setting passwords, adding users and creating typist teams.

The reporting module provides you with a complete overview of the usage and performance of Docman Dictate. Monitor document turnaround times and view trends such as the volume of referrals processed whilst being able to create customisable reports for your organisation.
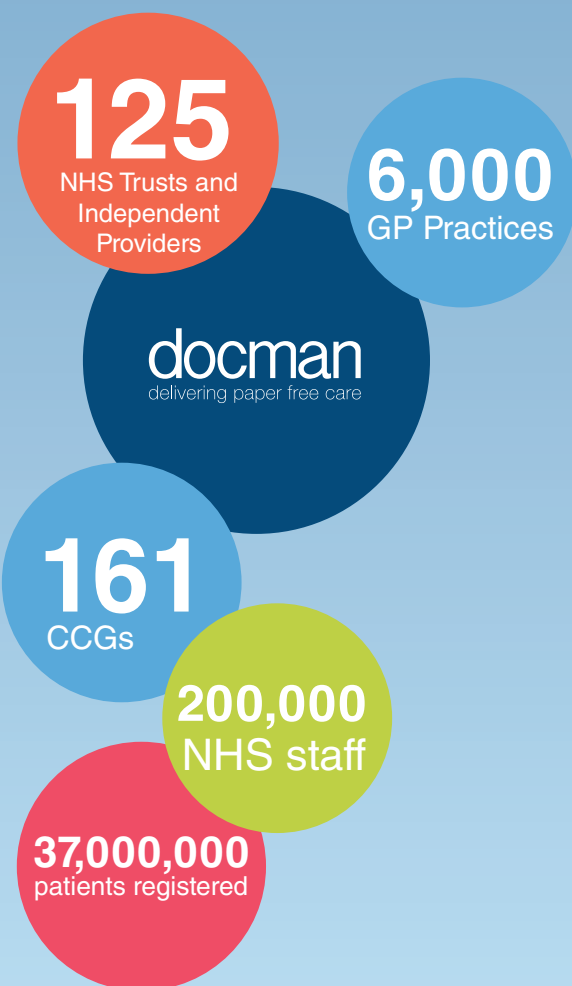
Free up time within your organisation.
Spend more time delivering patient care.

" It allows us to work more efficiently. I find the reporting tool extremely useful and the installation was seamless. We wouldn't know what to do without it now! "

" I can now report back on workloads as well as being able to track patient referrals. It's very important to be able to use Docman Dictate, as it ensures we are putting the safety of our patients first. "

Find out more: www.docman.com/docman-dictate

125
NHS Trusts and Independent Providers

6,000
GP Practices

docman
delivering paper free care

161
CCGs

200,000
NHS staff

37,000,000
patients registered