



Case Studies

MEDICAL SECTOR

CASE STUDY 1

Client	AINTREE HOSPITAL
Location	Liverpool
Affected Staff Numbers	20
Statistics	Relocation of 200,000 medical records in a 10 day period
Project Details	<p>Filing <i>Plus</i> were asked to assist with the relocation of the Active Medical Records Department over a 10 day period. Files needed to be accessed within 15 minutes of request during the relocation and all records had to be tracked and traced.</p> <p>The move was successfully carried out over a 10 day period, and was completed to schedule with all requested files being delivered within 10 minutes of request.</p>

CASE STUDY 2

Client	EAST LONDON & THE CITY MENTAL HEALTH TRUST
Location	London East
Affected Staff Numbers	300
Statistics	Handling of over 50,000 files; including the transfer of 20,000
Project Details	<p>Due to the introduction of a new electronic patient administration system (RiO), Filing <i>Plus</i> were appointed to manage the hard copy transfer process and re-indexing of over 20,000 files across 14 sites.</p> <p>Filing <i>Plus</i> were also commissioned to provide advice and assistance in the creation of vital processes and procedures required during the transfer from different patient administration systems to RiO.</p>

CASE STUDY 3

Client	NURSING & MIDWIFERY COUNCIL
Location	London
Affected Staff Numbers	80
Statistics	File Consultancy
Project Details	<p>Following a previous consultancy project within the main Council offices, Filing <i>Plus</i> were brought in to aid in a specific problem with the councils Legal Department. A change in working practice had resulted in a significant increase in volumes of documentation being received by the unit.</p> <p>A solution was recommended which solved the problem, was flexible enough to be relocated when the unit had to move and increased productivity of the unit.</p>

REFERENCES AVAILABLE UPON REQUEST FOR ALL CASE STUDIES SHOWN HERE