



## Contracts and Document Management Solutions for Safety Net Providers

Manage Physician, Employment and Vendor Contracts, Grants and Affiliations with a focus on Compliance

### Track the Full Life Cycle of:

- Employment Contracts
- Physician Contracts
- Vendor Arrangements (Maintenance, Service, etc.)
- Grant Agreements (proposals, applications, SOW, terms & conditions, requirement, etc.)
- Affiliation Agreements
- Contracted Pharmacy Arrangements
- Leases
- Managed Care Contracts
- Designation, Eligibility and Recertification

### THE CHALLENGE

Over the course of the next few years, CHCs and FQHCs nationwide will face daunting challenges with increasing access to primary health care and improving health outcomes to underserved populations. Fortunately, health care reform provides a great deal of opportunity designed to strengthen health centers' ability to expand access while still maintaining a focus on their core mission.

As CHCs and FQHCs grow in both size and scope, so does the management of front-end processes associated with physician contracting and credentialing, employment contracts, vendor agreements, leasing and real estate arrangements, affiliations, grant documentation and compliance.

### THE MEDITRACT SOLUTION

MediTract, Inc., the leading contract and document management service provider exclusively serving the healthcare industry, offers a number of best practices designed to help CHCs and FQHCs significantly improve their overall efficiency, document compliance efforts and reduce the monetary and regulatory risks associated with all contractual relationships.

### STREAMLINED MANAGEMENT

The MediTract solution allows organizations of any size to upload and track the full life cycle of their contracts, affiliations, grants and any associated documentation. Once uploaded into the solution, you can easily sort through your entire database by contract type, category/sub-category, expiration date, department, etc. You can even perform a keyword search through all documents and attachments for specific terms or provisions.

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### RAPID IMPLEMENTATION

MediTract works with each client to determine their unique business management processes and nomenclature and tailors a solution to maximize usefulness and efficiency. Our patented optical scanning solution allows for rapid upload, indexing and abstraction of all paper and digital contracts and supporting documentation into the system. MediTract also offers a unique quality assurance service to ensure proper capturing of effective and expiration dates, original terms, signatory, etc. all using the naming convention of your choice.

### WEB-BASED SOFTWARE

The MediTract application is completely web-based and offers unlimited users to access the solution from anywhere. Additionally, we do not place a burden on your internal IT resources allowing them to focus on mission critical projects.

### SECURITY

The MediTract solution offers a very high degree of security ensuring that no one will have access to critical data without the proper permissions based on roles, rights and privileges. We work with each client to determine their preferences and, when possible, use their policies to configure a security model that secures their data while optimizing access to the appropriate individuals.

### PRODUCT SUPPORT

We host the solution in a secure environment with 99.9% up-time. We continually monitor system performance, provide updates, upgrades and enhancements on a continuous cycle, provide triple redundancy with operation centers on the East and West Coasts as well as offer a robust disaster recovery mechanism.

We support the product 24 hours a day, 7 days a week, 365 days a year by phone, email or through the system itself. We offer unlimited online training moving forward as well as continued Quality Assurance on all new contracts/documents added and OCR scanned into the system.



#### RETURN ON INVESTMENT

A recent study commissioned by MediTract and conducted by independent consultants showed that, for every \$1 spent on MediTract, approximately \$15 was returned through cost avoidance and increased efficiencies. The study was conducted on 6% of the nation's hospitals with a variety of demographics.

#### FEATURES AND BENEFITS

- Digitize and centrally store every contract, document and grant in an easy-to-use software database
- Make your contracts, grants and other documents fully indexed and keyword searchable
- Streamline the contracts/grants review process and approval routing using automated workflow
- Receive email notifications of pending contract expirations and other critical date information
- Attach all supporting documentation for your contracts and agreements including: Physician Credentialing, BAAs, Certificates of Insurance, CPI, invoices, Conflict of Interest Disclosure, etc.
- Attach annual independent financial audit information and UDS reports to your corresponding grants (Section 330 Compliance)
- Document health and safety code standards including the JCAHO Accreditation
- Document board make-up and non-consumer income cap
- Document regulatory, billing and financial compliance (HRSA, BPHC, CMS, OIG, IRS, HHS, HIPAA, etc.)

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#### ABOUT MEDITRACT

The leading healthcare contract management company in the United States, MediTract was founded in 2000 by executives with in-depth knowledge of how both providers and payers prioritize their physician and supplier contracts and monitor contract compliance. With this experience they recognized the critical need to centralize, monitor and control contract management in order to reduce the cost of doing business.

With a proven solution, MediTract is helping hundreds of healthcare organizations improve visibility and control of their contractual obligations, enhance compliance, and streamline workflow.

To learn more about the MediTract solution, visit: [www.meditractpc.com](http://www.meditractpc.com) or call: 1-877-492-8490