

S Document scanning

Central High Volume Scanning



Any number of scanners, any type of scanner
Connect multiple scanners, from a standard desktop scanner to a high volume production scanner, to scan complete patient files.
Dual Stream output
Use dual stream scanners (B/W and color in one scan) and dual side scanners (front/rear).

Departmental scanning

Add single documents or small volumes to your archives using existing multifunctionals, desktop scanners or departmental scanners.



Multifunctionals Departmental Scanners Desktop Scanners

Bar Codes on documents	<input checked="" type="checkbox"/> B	<input type="checkbox"/>	<input checked="" type="checkbox"/> B
Separator Sheets	<input type="checkbox"/>	<input checked="" type="checkbox"/> A B	<input type="checkbox"/>
Image Flow	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Separation Sheets recognition	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> A B

Separator Sheet-based indexing



Print your own separator sheets to split documents or document subsections.
Automatic index entry
When adding bar codes to separator sheets, your documents can be automatically indexed.

Outsourced scanning import



High Volume ScanFactory import

Massive import from scanned images provided by the ScanFactory are being handled by ScanFlow over VPN or SFTP.



S File Imports



Microsoft Office save to ScanView

Save Excel, Word & Powerpoint files from within these applications to Scanview.



Windows Directories Drag & Drop

Drag&Drop import complete directories with automatic indexing based on directory names.



e-mail import

User- or central e-mail import with header-based indexing. Attachments can be stored as well.



Multimedia import

Import of pictures, audio and movies using drag & drop or right-mouse click.



Single File import

Import of single files from within Windows Explorer is easy with the right mouse click drop-down menu.

S Enterprise Report Management



Direct reports printing to your ECM

Directly point your report printspool file to the input of your ECM software.

Compatible with different PDLs

Accepts different PDLs such as PDF, ASCII (TXT) and AS/400 printspool files.

Zonal Data Extraction

Data is automatically extracted from your printed files for indexing using Zonal Data Extraction.

ScanFlow Auto Import Check

In case of multiple hybrid scanning sources, ScanFlow checks all documents before import using these features:

- Multi Source input** Handle multiple input sources, each with different hardware and indexing
- Image File Format updater** Automatic file format conversion for non-accepted file formats
- Image Quality Enhancer** Automatic enhancement of scanned images (sharpness, contrast...)
- Priority Import Switch** Urgent scans are being imported with priority
- Post Import Cleanup** After import verification, directories with imported images are being erased.
- Auto Indexer** Index values are validated against a database (e.g. patient ID's).
- XML Reformat** Hybrid XML files are being converted to the correct format
- Status Messaging** After import, a status message is sent.

S Print Engine



Print to Adobe® PDF : Print one page or a complete file to an Adobe PDF document.

Stamp printed documents: Automatically stamp your documents to avoid rescanning scanned documents.

S Version Management



Version Management

Create documents with a collaborative team using ScanView's version management.

Revision number

At each revision, a revision number is being automatically added to the newly created document.

Check-in & Check-out

When editing a document, it is being checked out and its version is no longer available for editing until the edited version is being saved.

Documents

Archives :
Organize your documents in multiple archives, each with a virtual tree structure

Workspace

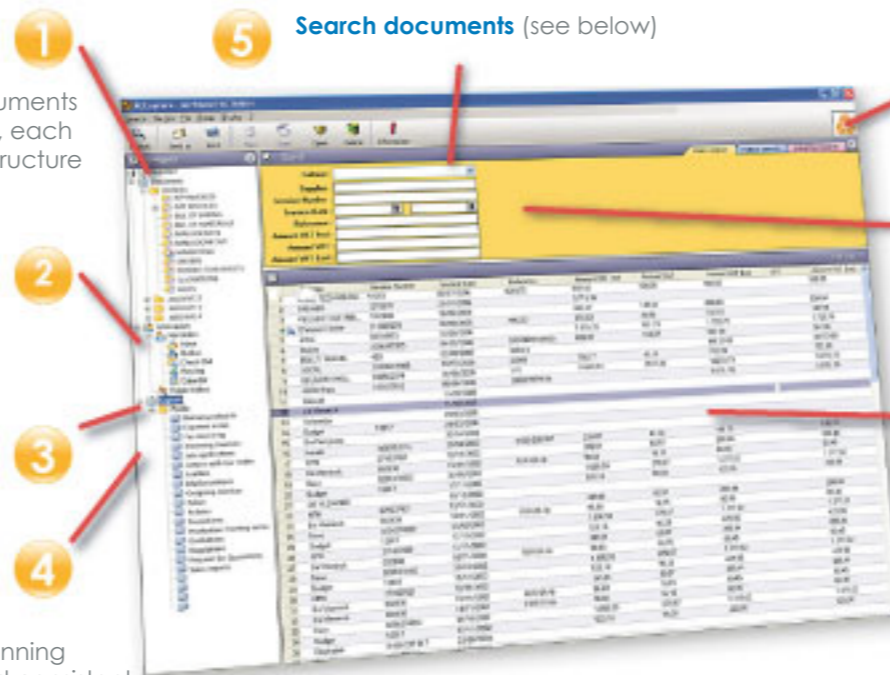
The user working environment with inbox, outbox, checkout, routing and calendar

Public folders

Patient > unlimited # files & subfiles

Capture Profiles

Switch between different preset scanning profiles for easy and consistent indexing



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Search documents (see below)

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Index, FullText and Advanced search

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Customizable document indexes

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Search results

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View 1, 2, 4, 8, 16 or 32 pages of any patient file or subfile at a glance.

Direct access to the patient record based on the polyclinics appointments schedule

Define your favorite patient and recall his file with a simple mouse click

Client- or browser-based user interface

S Capturing features

Optical Recognition



A Patch Page Recognition
Split files based on patch pages



B Bar Code Recognition
Recognize Bar codes to index documents or files



C Optical Character Recognition
Recognize machine-typed characters

Optional O.R.



Optical Mark Recognition
Automatically extract data from completed questionnaires



Intelligent Character Recognition
Recognize written capital characters

S Indexing technologies



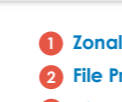
1 **Zonal Data extraction**



2 **File Properties 2 index**



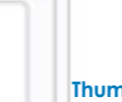
3 **Directory names 2 index**



4 **e-mail Header data**



5 **Full Text Extraction**



6 **Point & Click**



7 **Manual Indexing**

S Search documents

Multidimensional Index Search

Extended search for patient file based on several criteria such as patient number, first name, last name, date of birth etc.

Full Text search

Enter any keyword to find a document in your digital archive. The found keywords are highlighted when you open the document.



S View documents

Multiple Virtual Tree Structure

Scanview automatically builds a tree based on a hierarchy you assigned to index fields. Multiple Virtual Tree Structures offer different viewing angles on your digital archives - regardless of their size.



Thumbnails

Any document can be previewed in thumbnail style.

Hybrid format viewer

With the Hybrid Format Viewer, Scanview offers a preview of the document, without the need to install the program the document was created with.

S Routing & Workflow



Boomerang routing

A routing can easily be setup by anyone in the organization. Mostly, the purpose is to ask colleagues to approve a document, with the final feedback to the routing creator.



Conditional workflow

Make use of the graphical interface to model and visualize complex Business Process into conditional document workflows.



E-mail alerts

E-mail alerts users that a newly arrived document requires their attention.



Create your Business Process Management in 4 steps

- Business Process Modelling**: Create different value-adding workflows, based on Critical Success Factors, legal requirements and strategies.
- Business Process Deployment**: Create modular workflows with external data access, plausibility checks and subflows.
- Business Process Execution**: Check and enforce the use of the workflow by all employees. Create email-based alerts and feedback.
- Business Process Reporting**: Monitor and measure the efficiency of your document processing procedures and focus on the exceptions.

S Share your documents over the web



Online Portal

Offer your users or customers web-based access to the documents or create an online portal with selective access to groups of documents.

S Integrate ScanView in your applications

ERP and Accounting Software image Repository

Integrate Document viewing in your ERP or accounting software.



Applications



Mailroom Processing

Scan your incoming mail and organize an automated workflow to distribute your mail electronically.



Invoice Approval

Create advanced and conditional document workflows with e-mail alerts.



Electronic Invoicing System

Create advanced and conditional document workflows with e-mail alerts.



Electronic Delivery Notes

Offer your customers web-based access to delivery notes they signed.



Accountancy document backup

Scan your accountancy documents and build a perfect legal archive accessible to whomever in your organization.



Sharepoint Portal Image Repository

Dramatically add power and capacity to your Sharepoint by using ScanView as your Image Repository.

M S Storage



Scanview image repository
The container-based image repository ensures a non-modifiable and easy to backup content.



OCR & Index Database
Both OCR and all index and application data are being stored in a standard Microsoft SQL database.



Clustering
Improve speed and reliability by interconnecting servers to a cluster, with full switchover in case of server failure.

Integration

Integration technologies



Application Program Interface
API's offer the possibility to integrate the features of the Medical Viewer and of Scanview in third party applications.

M S Access rights & security

- User-based access** Access is applied per user, even when integrated in your EPR / HIS.
- Multiple access limits** Limit the access to one specialism, to one document. Limit the access features (open, search, print).
- LDAP/ActiveDirectories** Synchronize the access to the Medical Viewer with your existing LDAP/ActiveDirectories.
- Logging** Full logging of all user actions.

Business Applications Integration

Integrate your document flow in your ERP or financial software. Add a powerful Document Management backbone to your Microsoft Sharepoint application.




ALLGEIER
DMS Solutions
ALLGEIER GROUP

ScanView



ScanView

The art of Electronic Content Management

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