

# Solutions for the Insurance Industry

**Is your office besieged with paper? Can't find what you're looking for? You're not alone.**

Insurance companies everywhere are inundated daily with paper--and the subsequent problems associated with trying to organize it. Misplaced files, lost documents, and forms shuffled from desk to desk are ever-present hazards faced by the insurance industry.

Add into the mix policies, applications, claims, claim estimates, claim receipts, pictures, and inspection reports. When you combine this with the digital content of today's typical business office--emails, faxes, electronic forms, digital pictures, and wav files, to name a few--the accumulation can be overwhelming.

Consider further the number of times that files are shuffled from person to person, or department to department. Numerous opportunities exist for the contents of those files to become lost or misplaced, and customer service may suffer. In light of these realities, what is the best way to solve document management problems, ensuring that work flows smoothly through your organization, and that the right people get the right files at the right time?

**Optical Image Technology, Inc.'s (OIT) DocFinity® suite of products addresses each of these challenges. We offer scalable, flexible solutions specific to the insurance industry, and provide infinite possibilities to address your unique needs.**

Since 1986, OIT has helped Fortune 500 through smaller, document-intensive companies to become more efficient, cost effective and productive. DocFinity's unique, customizable features and functionalities enable users to automate their business processes, share knowledge throughout an enterprise, improve customer service, and realize significant savings. DocFinity's integration capabilities, flexibility, and security options make it a powerful choice for IT administrators, and it is easy for employees to use. Organizations can implement solutions easily, yielding quick results.

Through the numerous benefits of DocFinity, the once-tedious underwriting process is made more timely and cost effective. Claims procedures can now be completed in a fraction of the time formerly required, improving customer satisfaction and efficiency. DocFinity even provides the tools to enable organizations to automate HIPAA and other compliance management processes. Documentation, retrieval, audits, and reports can all be configured using your existing system. But these aren't the only divisions of the insurance industry that DocFinity has transformed. **OIT's software can be utilized in claims processing, human resources, accounting, auditing, remittance... DocFinity can go anywhere you want it!**

Whether you need imaging, reports management, workflow, barcode scanning, e-mail management, forms processing, print/fax server capability, or other elements of document management, DocFinity's Electronic Document Management System (EDMS) can handle virtually any challenge your organization throws at it.

**Some additional benefits of the DocFinity suite include:**

**Reduced costs and increased productivity.** Other EDMS vendors offer more promise than productivity. OIT offers you proven document and content management solutions that ultimately increase your productivity and cost efficiency.

**Improved customer service.** DocFinity software helps insurance companies eliminate paper, reduce keystrokes, cut costs, and increase efficiency, which ultimately leads to better service for your policyholders.

**Automation of HIPAA and other compliance management processes.** Documentation, retrieval, audits, and reports can all be configured using your existing system.

**Enhanced Success Rate of Insurance Sales.** Increasing efficiency and productivity enhances the success rate of your insurance sales. It also improves accuracy, cuts costs, and significantly increases customer satisfaction.

**Customizable features.** The open architecture of the DocFinity system allows for easy integration with other products, and is 100% scalable. DocFinity grows with your business needs.

**Easy point and click functionalities.** Distinctive DocFinity features allow users to duplicate the look and feel of traditional paper folders with the convenience and timesaving benefits of digital operations.

**A sales and support team that has a thorough understanding of the insurance process and its components.** OIT listens regularly to input and recommendations from insurance companies that use our products. Our Insurance Users Group communicates ideas regarding the use of our modules; it also shares knowledge and vision regarding ways to leverage software installations.

**Flexibility.** The DocFinity suite can be utilized in claims processing, human resources, accounting, auditing, remittance, and other departments to further optimize efficient communications.

OIT prides itself on providing users of the DocFinity suite of products with the same integrity, honesty and support that your customers expect from you. We look forward to the pleasure of serving you!

*For more information about DocFinity solutions, please visit our website at [www.docfinity.com](http://www.docfinity.com) or contact our sales department at (814) 238-0038.*



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