

Document Management

MIDAS+ Seeker makes it easier to realize the vision of a paperless medical staff office. You can not only use automated document preparation functionality for generating and tracking all your form documents, envelopes, and labels, but you can take advantage of electronic document and digital image storage functionality that associates any number of electronic documents to any provider record and even allows you to use your scanner without leaving the MIDAS+ Seeker application.

Document Generation/Document Checklist

Primary source verification of a provider's credentials requires many documents. With Document Generation, you can easily generate a single document, a combination of two documents, or an entire group of documents. Document Checklist helps you track when responses are received and autopopulates provider verification data. When responses are not received, you can easily generate second and third notices for those documents.

Features and Benefits

- Custom document creation with Microsoft® Word Mail Merge, as well as distributed template documents
- Document generation for one or more providers or for one or more organizations
- Ability to track response receipt by status, document, or provider and generate all pending documents with the click of a button
- Reports of documents printed and received or documents not received
- Automatic population of provider's verified status, verification date, and source when response date is entered
- Ability to generate documents directly to a printer or merge file, or to Microsoft Word where they can be viewed, printed, faxed, or e-mailed
- Ability to generate documents directly from the provider's record and have the system complete a review for missing information.

Electronic documents and digital images

With electronic document and digital image functionality you can access your scanner from within Seeker. You can attach documents of any file type to provider records, including Microsoft Word and Excel documents, Adobe PDF documents, and scanned photographs, verifications, and certificates. You can store electronic copies of reappointment applications, physician profiles, committee meeting minutes and agendas, virtual surveys from The Joint Commission, and more.