

Galactica Rx: Medication Order Management Workflow

The function of Galactica Pharmacy is to streamline and automate the entire medication order management process, thus improving the accuracy and speed necessary to meet patient's needs. Galactica Rx is designed for the capture, routing, delivery, review, approving, printing, storage, and ability to triage order types (i.e. new, admission, new order, refill, and/or discontinue), on-line retrieval of physician orders and represents a major breakthrough in the order management process. Galactica Rx is designed to provide a valuable solution to the challenges that confront pharmacy and nursing today. These challenges include medication errors caused by transcription errors, wasted time due to telephone calls between nursing and pharmacy to clarify orders, lengthy delays to get stat or new physician orders approved, repeated efforts to successfully deliver physician orders via fax, tubes and/or couriers and pharmacists being tied to central pharmacy, staffing issues at satellite pharmacies and remote hospitals

Galactica Legal Electronic Health Record (EHR)

Galactica EHR system is a smart Electronic Health Record system for physicians, clinicians, and HIM staff that makes patient charts available on-line for immediate access. It integrates e-sign and chart completion components with automatic alerts for delinquent and deficient patient charts. Physicians will never have to come to the HIM department to sign a chart. It is integrated with an Imaging/Object Archiving solution that seamlessly connects all digitized documents from HIS systems.

Galactica Human Resources Workflow

Galactica HR option allows an organization to eliminate all paper within an HR department, and all paper correspondence between management and HR. It has the potential to transform the workflow between HR, Management, and Employees, improving productivity and reducing stress. From resumes, to performance appraisals, to changes in benefits, all correspondence can be done via digital forms eliminating all paper. Once these forms are complete, they can be indexed and stored in each employees' folder or organized HR folders for later retrieval.

Workflow Based Viewing and Object Archiving

Galactica Viewer II allows customers to launch and display multiple documents on the screen when the user selects the document it wishes to view. It provides users with access to reports and/or images at a click of a button. With workflow based viewing and object archiving one can view a document by its account number, unit number, employee, applicant, invoice, GL department etc.

Business Office and Remit Workflow

In the business office area Galactica offers a choice of three different workflow automation options for Remittance Advice. For correspondence, smart workflow is provided for capture and fast retrieving of all information. Galactica also has a new feature for cutting down your denials and improving your revenue cycle and cash flow. It also improves your customer services and the quality of patient care tremendously by improving your employee productivity and efficiency.



GALACTICA®

Best Workflow Based Electronic Document Management System (EDM) For A Paper-Free Healthcare Organization



Corporate Office: 701 Canyon Drive, Suite 100 Coppell, TX (Dallas/Fort Worth Metroplex) 75019
Phone: 972-906-9397 | sales@shamsgroup.com | www.shamsgroup.com

Uniqueness of Galactica

Galactica is the only product in the healthcare marketplace that offers a paperless workflow for scheduling, registration, business office, medical records, human resources, materials management, accounts payable, general ledger, pharmacy, or any other specialized paperless workflow that you choose to create based on your hospital's needs. Our integration approach is the most comprehensive and in-depth in the marketplace. It won't pose an undue integration risk to your organization.

TSG has also built unique workflow automation capabilities in many areas of its document imaging applications. For example, remit workflow for the business office and batch scanning & support of bar-coded document separators in medical records. TSG continues to enhance Galactica to offer more workflow automation, so that you can enhance care and lower your cost of doing business.

FEATURES & BENEFITS

- Scanning of all peripheral paper and digital photos with immediate information availability across a healthcare enterprise – users have visual access to information from their workstations.
- Integration with ADT patient demographics – scanning is automatically associated with a patient in the integrated mode, thus reducing errors.
- Ability to write annotations on all scanned documents, which are linked to images but not visible on the documents.
- Ability to view, print, fax and e-mail scanned documents.
- Multiple internal and external users can be authorized to have immediate and simultaneous access to view documents – in consideration of HIPAA and JCAHO requirements for patient information confidentiality.
- Administrators can view audit reports detailing user activity – scanning and viewing of documents.
- Increases level of workflow, as all levels of users can easily access and view documents (based on security).
- Supports a patient visit history to allow the on-line viewing of previously scanned documents for old/recent admissions – nurses/physicians can simply scan handwritten documents or discharge instructions for easy viewing; coding can begin immediately with the help of an on-line view of the scanned documents.
- Provides immediate access to insurance verification and other relevant information for Admissions - alleviates patient wait at Admissions. Improves customer satisfaction by reducing redundant requests for information and enables hospital staff to respond promptly to patient inquiries with quick online access to information.
- Provides an audit trail to track who has viewed a document, date document was imported, and whether it was faxed, e-mailed or printed.
- Prevents fraud and abuse through easy verification with scanned pictures.
- Relieves employee frustration by eliminating repetitive tasks.
- Maximizes cash flow with significant time and cost savings on manual copying, filing and storage costs.
- First step in migration toward a complete hospital-wide electronic health record (EHR).
- If implemented correctly, Galactica's workflow driven data and document archiving solution meets major portions of an organization's disaster recovery needs.
- Integrates and captures digital signatures using signature pads for patient consent.



Galactica is a departmental and enterprise-wide workflow based electronic document imaging and legal archiving solution that seamlessly connects and integrates all imaged documents (both scanned and electronically available) with your HIS systems. These imaged documents are flawlessly associated with Registration, Medical Records, Abstracting, Scheduling, Order Entry, Billing, Accounts Receivable, Accounts Payable, PCI, Payroll/Personnel, Material's Management, Lab and Pharmacy modules. The product architecture is built on MS Windows & DotNet based open technology, and is designed to leverage inexpensive point-of-service scanners for a cost-effective deployment. In sum, Galactica is designed to digitize paper documents anywhere in your organization and has an ability to integrate with all major HIS systems.

Scheduling/Registration Workflow

In the Registration area and other areas, Galactica offers Point-of-Service (POS) scanning using a six-sigma (zero defects) process for automatic indexing of scanning of documents such as Insurance Cards, Advance Directives, etc. It also offers rule-based automated viewing where previous documents will automatically launch at pre-set conditions for elimination of non-value added work and enhancing workflow and customer satisfaction. Options are also available for signature pads for capturing a signature electronically and digital cameras to capture pictures.

Galactica Accounting Suite (AP/MM/GL/FA Workflow)

The Galactica Accounting Suite is designed to assist several departments within the Accounting Workflow: Accounts Payable, General Ledger, Materials Management and Fixed Asset in managing and organizing specific documents that are a part of the daily operations. It is a user-friendly application that allows for quick and easy scanning and linking of documents and the viewing of those documents in an efficient and intelligent manner.

Documents that have been scanned and linked are viewable by any number of authorized users simultaneously. The need for manually searching through file cabinets in order to locate specific documents is eliminated through customizable document structuring, allowing the user to pull up a desired document within a matter of seconds.

Web-based Document Release Management (Release of Information)

Document Release Management (DRM) allows your facility to customize and manage the release of information, making it simple to get the right information to the right people at the right time. From reporting to auditing, it allows you to create a "profile" of your information-dispensing process and distribute the right set of documents to the right people with only a few clicks.

Legal Archiving and Cold Workflow

Galactica facilitates automatic data capture of any electronic output from third party systems for legal archiving and medical records. TSG has the ability to electronically auto-capture and auto-archive documents from HIS. With this option you would only scan the documents, which are not available in your HIS or other third party systems.

Ancillary Scanning (LAB, RAD, ED, etc.)

Galactica Ancillary Department scanning has the ability to scan lab orders and/or lab results completed by third-party reference labs across all the ancillary departments.

Other Administrative Folders

Eliminate file folders and reduce the amount of paper within your cabinets by filing in Galactica. For example, file your monthly and daily reports ran within the Business Office Department electronically rather than in filing cabinets. Easily locate the document filed through search capabilities offered in Galactica. Give individuals access to folders via permissions to minimize the loss of documents overtime.