

eContracts

Comprehensive Contract Solutions for Healthcare Providers

Contract Solutions for Healthcare Providers

eContracts enables your healthcare organization to streamline contract processes, with the controls you need to ensure efficiency while reducing risk and costs associated with non-compliance.

Optimus BT brings to you an integrated approach to streamline contract processes within hospitals & healthcare providers. With eContracts and Office 365, hospitals and healthcare providers can maintain a myriad of contractual relationships starting from service vendors, payer organizations to physicians

Effective Contract automation enables you to explore new opportunities to develop an efficient way to provide healthcare by imparting organizational transparency, improving response to patient care & increasing visibility of contract performance

Healthcare Challenges

- Manual reviews, approvals, and renewals of payer contracts, related obligations, compliance documents and matters
- No centralized repository for Leases, Service agreements, business-critical, payer and physician agreements, scattered across department file cabinets
- Legal and Compliance Risk visibility during drafting and negotiation of payer contracts, Confidentiality Disclosure Agreements (CDAs), Material Transfer Agreements and Licensing agreements
- Tedious procedure to look up agreement terms and clauses when dealing matters like claims, disclosures non-compliance or other incidents
- Lack of insights to financial or legal obligations, such as payments, audits and regulatory reporting
- Tedious task of comparing the performance of vendors with no ability to set up KPI's & KRI's

Expected Solution Overview

- Improve visibility 360 degree centralized dashboard view of all contracts along with the associated risks and revenues
- Document management for patients, medical records, compliance, issues, etc. with rule-based automation
- Faster turnaround with automated creation of standard documents like Patient Onboarding Agreement, NDAs etc.
- Automated risk scoring of the contracts based on incomplete obligations both from payer and payee ends
- Governance while creating a document to ensure all the regulations are complied with and risks are always on check
- Payment variance identification to uncover underpayments and denials to prevent revenue leakage
- Best in class collaboration in every contract with clear visibility to overall status of the ongoing, completed, and upcoming activities and obligations, matters of any departments
- Enforce policies for issues, requests, and claims with automated workflow routing, schedules and assignment
- Single source of truth for all the patient's documents, medical records, and compliance documents with enhanced search and reporting capabilities

Primary Contract Types

Hospitals-Physicians

Physician Employment Contracts
Patient Non-disclosure Agreements
Shared Service Contracts & PCP Contracts



Hospital- Facilities & Leases

Value-based Care Agreements
Buy-out Contracts
Build-to-Suite Agreements



Hospital-Vendors

Payer & Provider Contracts
BAA & Fee Scheduling Contracts
Hospice Liaison Agreements



Hospital-Insurance Companies

Managed Care Agreements
Participating Provider Agreements
Point-Of-Service Agreements



Hospital-Group Purchasing Organizations

Drug Distribution Contracts
Purchase order Agreements
GPO Participation Agreements



eContracts Product Focus Areas



Contract Governance, Compliance and Workflows

- Centralized Repository
- Governance Areas Hierarchy
- Obligations Management and Reporting
- Risk assessment and escalations
- Users and Roles Management
- Contract Labels, Tags, Clauses



Contract Lifecycle Automation and Operations

- Renewals and Timeline Management
- Amendments and Change Requests
- Milestones and Reminders
- Contract Obligation Tracking
- Status Management
- eNegotiations & eSignatures



Contract Administration and Reporting

- Administration and Executive Dashboard
- Metadata Management and Custom Report Builder
- Counterparty Management
- Legal Entity Management
- Alerts and Reminders Settings
- Activity History and Audit

Implementation Benefits

- Improved visibility to the payer and payee obligations and detecting hidden revenue opportunities from a 360 degree centralized dashboard
- Improved document management for contracts, matters, and insurances with complete control over the complexity of regulations like HIPAA, PSQIA, etc.
- Fast turnaround with automated Creation of standard documents like NDAs, Promissory Note, etc
- Better compliance and security with activity logs, record management and user access control.
- Subcontractor compliance Flow through terms visibility contractors, sub-contractors and stakeholders with multi-party contract support
- Best in class collaboration and self-service portals for internal and external stakeholders including investors, medical practitioner, and patients
- Enforce policies for Matters, Requests, and Contracts with automated workflow routing, schedules and assignment
- Total governance while creating complex documents like Payer Contract, Matters (Litigations, False Claims), and Regulatory Documents

Capabilities

Product, Solutions and Tools

Deployment Options

On the Cloud - Microsoft Azure + Office 365 integration
On Premise- SharePoint 2016 / 2013
Azure Cloud Standalone deployment
On-Premise & Cloud hybrid

Solution Areas

Contract Repository & Lifecycle Management
Contract Process Automation & Workflows
Multi-dept. Contract Governance & Policy Management
Legal Authoring, Compliance and Legal work management
Contract Financial Tracking and Analytics

Tools & Integrations

eSignature Integrations
OCR integrations for scanned in documents
Legacy Import & Discovery tool
Outlook and Email Integrations
Word Integration and Author tools
LoB System Integrations (CRM, Financials, ERP etc.)

Services & Engagement

Consulting Workshops

Contract- Metadata, Workflows, Lifecycle, Governance
Legal- Template & Clause Libraries, Efficiency
Business- Self Service Contracts, Obligations, Alerts
IT- Infrastructure, Security, Backup, Integrations

Projects & User Engagement

Legacy Contracts- Discovery & Import procedure
Global & Regional Rollouts
Capacity Planning
UAT, User Training, Webinars
Product Configuration & Solution Implementations

Maintenance and Support Services

Product Maintenance
Support, Defect Escalation
Patch & Hot Fixes Management

Checklist			
<input type="checkbox"/> Practitioner Demographic Form(s) Its business address, its federal tax ID number, its principal line(s) of business, and the provider's ownership interest (by percentage) and/or management role (including title) with the entity	✓		
<input type="checkbox"/> Signed terms of Collaboration for each individual practitioner Signed and dated with registered legal business name and billing address information. Fill in the legal name on the first line. This must match the practitioner name on the contract.		✗	
<input type="checkbox"/> Participation Practitioner Conflict of Interest and HEFIP Disclosure Statement in its entirety: conflicts of interest (COI) with Superior, its parent company, an affiliate, subsidiary, or related corporation			!
<input type="checkbox"/> Identify COI by consulting with Superior's Provider Services Referring to the examples listed in Attachment A to this Policy. Disclose actual, potential, or perceived COI before taking any action that may appear to be influenced by the conflict.	✓		
<input type="checkbox"/> Physician being contracted/credentialed by Superior Has a Financial Interest in a HealthCare Entity that provides a "Designated Health Service" provider joining or being recredentialled in Superior's network owns an interest in a hospital.			!
<input type="checkbox"/> The legal name of the entity involved Its business address, its federal tax ID number, its principal line(s) of business, and the provider's ownership interest (by percentage) and/or management role (including title) with the entity		✗	
<input type="checkbox"/> Contracts or transactions between Superior and others Corporation, firm, association, or entity of which the provider or a related party is a director, partner, officer, consultant or other unspecified affiliate		✗	
<input type="checkbox"/> Contracts to buy, sell or lease any kind of facilities From or to Superior or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer of Superior, without first making disclosure of such transaction.	✓		
<input type="checkbox"/> "Collaborating and Supervising Physician" addendum Is accepted as fulfilling your obligation to have a collaborative agreement. It is also used to verify if the collaborative physician is a participating provider of a like specialty and scope of practice.			!
<input type="checkbox"/> Provide Covered Services to Covered Persons with the requirements of the agreement that are applicable to Contracted Providers so long as Contracted Provider qualifies as a Contracted Provider			!

Checklist for Healthcare participants in Contracts

Roll out & Support



Minimal - Zero Customization required. Most contract requirements are configured with extensible contract types, workflows, templates, metadata schema, alerts and reporting.

About Optimus BT

We are a software company based in the northern suburbs of Johns Creek in Atlanta, United States. We have helped hundreds of organizations implement eContracts Software while providing our expertise on Microsoft technologies, legal and contract management business processes.

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