Electronic Health Records For Dummies

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here s what you should know to manage data records efficiently with proper electronic data management your business can lower costs improve efficiency eliminate duplication and be protected in the event of a lawsuit this book provides an overview of records management solutions and implementation strategies in plain non technical english step by step instructions show you how to begin managing records and information and how to maintain the program once you have it established sample forms for inventory scheduling and necessary documentation are also available on the companion website electronic records management offers cost savings greater efficiency and protection in case of legal action this book gets you started on an effective data management system this plain english guide helps you determine what constitutes a record shows you how to inventory records and create an efficient way to file both electronic and paper copies and explains how to create a retention schedule

walks you through switching to electronic record keeping what to look for in a records management system implementing best practices ensuring that your system will stay current and using the system effectively helps you assure that the destruction of any sensitive information is conducted and documented correctly records management for dummies helps your business save money and improve efficiency with effective electronic records management

the straight scoop on choosing and implementing an electronic health records ehr system doctors nurses and hospital and clinic administrators are interested in learning the best ways to implement and use an electronic health records system so that they can be shared across different health care settings via a network connected information system this helpful plain english guide provides need to know information on how to choose the right system assure patients of the security of their records and implement an ehr in such a way that it causes minimal disruption to the daily demands of a hospital or clinic offers a plain english guide to the many electronic health records ehr systems from which to choose authors are a duo of ehr experts who provide clear easy to understand information on how to choose the right ehr system an implement it effectively addresses the benefits of implementing an ehr system so that critical information such as medication allergies medical history lab results radiology images etc can be shared across different health care settings discusses ways to talk to patients about the security of their electronic health records electronic health records for dummies walks you through all the necessary steps to successfully choose the right ehr system keep it current and use it effectively

itil for dummies provides an easy to understand introduction to using best practice guidance within it service management it breaks down the 5 stages of the service lifecycle into digestible chunks helping you to ensure that customers receive the best possible it experience whether readers need to identify their customers needs design and implement a new it service or monitor and improve an existing service this official guide provides a support framework for it related activities and the interactions of it technical personnel with business customers and users understanding how itil can help you getting to grips with itil processes and the service lifecycle implementing itil into your day to day work learn key skills in planning and carrying out design and implementation projects

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