

Centralized Mail Room Services from APS

The Starting Point for
End-to-End Claim Processing



If you're looking for maximum efficiency, let APS transform your physical mail processing department into a digitized, automated, and optimized mail and document handling system that scans, categorizes, and routes all of your incoming documents. Let the digital transformation begin!

Inbound paper mail is received at our SOC 2 Type 2 certified facility. Centralized Mail Room sorts and scans the documents into the process. Using client-specific rule sets, proprietary edits, and enhanced technology, APS refines the document intake and management process, driving greater efficiency through your claims management workflow.

Centralized Mail Room scans and categorizes a wide variety of printed mail, including:

- Medical records
- Medical bills
- Invoices
- Daily correspondence
- Patient admission paperwork
- Prescription fulfillment paperwork
- Insurance claims



Centralized Mail Room offers performance-based results that are scalable to your needs:

Flexible Document Intake – Technology-based document intake for email, fax, image, and paper sources.

Automated Document Classification – Advanced document classification using AI, machine learning, and business rules algorithms to classify and route documents for downstream processing.

Document Imaging – High-speed, high-quality technology that converts documents to electronic, searchable formats.

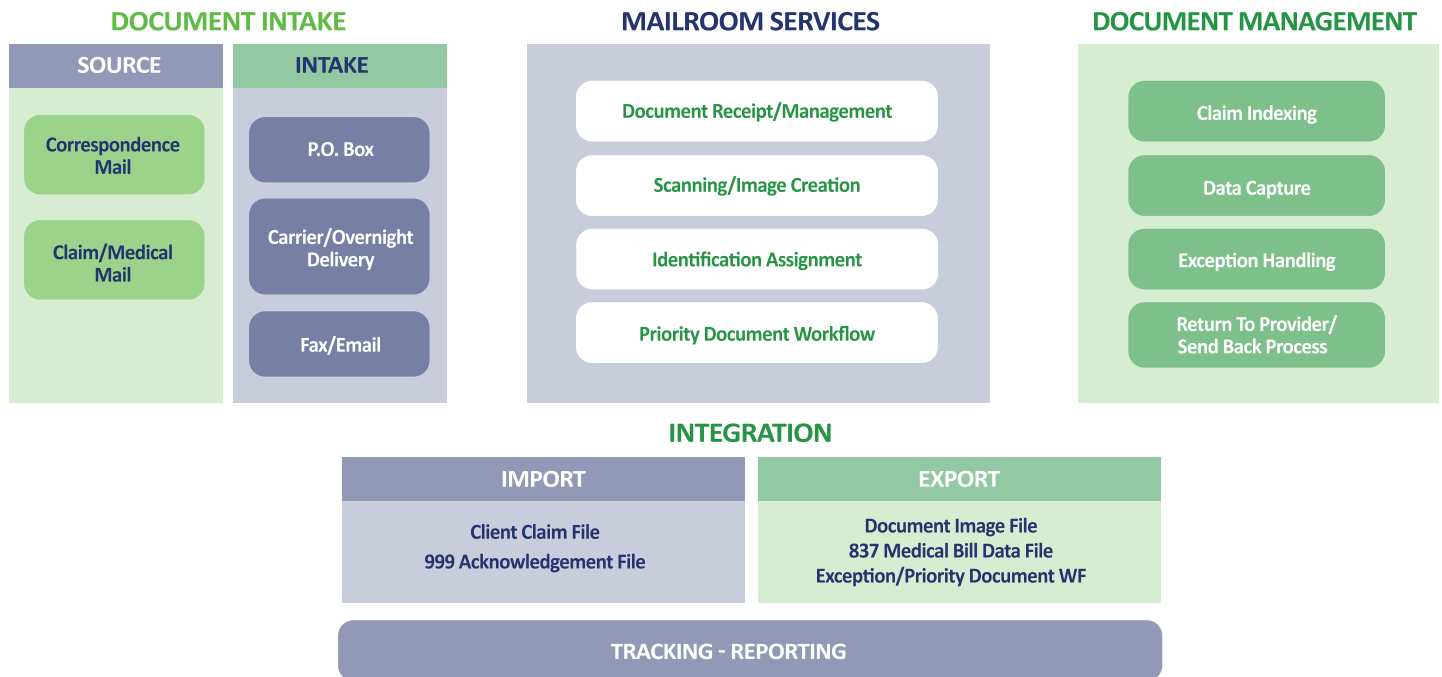
Data Capture – Our Power Data capture service integrates OCR, ICR, and KFI technologies to automatically extract key data for accurate data output.

Print and Mail Services – Complete your virtual mailroom services with integrated print and mail services for outgoing correspondence.

CAPABILITIES AND SERVICES:

- Receipt of client documents from established program PO Box
- Document preparation
- Light document repair
- Document imaging at 300dpi
- Bi-tonal, auto-duplex, multi-page tiff output
- Secured FTP transition
- Short term storage: 60-day document storage and standard destruction process
- Acquisition of document images
- Labeling of all document pages based on page content
- OCR digitization turns each document page into a searchable PDF
- Automatic indexing of bills to proper claim record
- Assignment of proper provider record
- Extraction of all bill level and line level data for business rules processing and medical bill re-pricing
- Proprietary rule sets to automatically return invoices to the provider for inappropriate billings, compliance issues, duplicates, claim issues, etc.
- Proprietary rule sets to automatically route bills for adjuster review including relatedness, rarity, compliance issues, and other claim related issues
- Custom application of Official Disability Guidelines (ODG) to active claim activity
- Return of bills to provider flagged by the adjuster or other claim resource
- Delivery of approved bill data and associated images to client's bill review re-pricing process

CENTRALIZED MAILROOM Document Intake Work Flow



The best part is Centralized Mail Room reduces claim processing time, saving you money!

Are you ready to take your claims processing model to the next level?



The Experts in Casualty Claim Management

To learn more about Centralized Mail Room or to request a demonstration, visit www.AdaptiveProcessing.com or call (855) 282-1476.