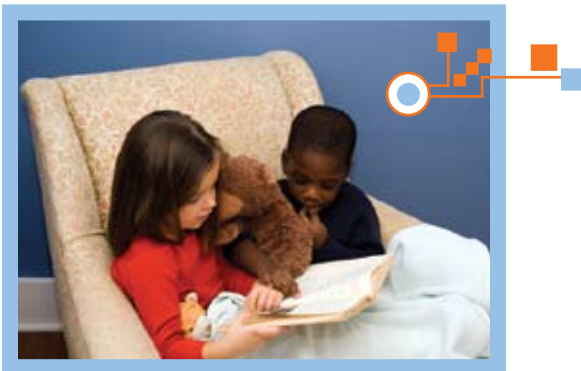


Infolinx and Social Services Records Management Solutions

With its ever-increasing levels of complexity and governmental oversight, the social services industry, including such agencies as child support enforcement, adoption services, and elder affairs, is turning to companies like Infolinx to ensure regulatory compliance and establish records management programs incorporating the industry's best practices.

While providing regulatory compliance, Infolinx solutions also enable our clients to navigate the complexities of custodial and non-custodial relationships, configure security parameters protecting sensitive case information, and incorporate multiple divisions' records into a single enterprise application.

Having provided records management consultation and software services for nearly twenty years, Infolinx has considerable experience helping social service providers implement strategic and scalable records management solutions, meeting today's stringent requirements.



Infolinx records management solutions enable clients to:

- Comply with regulatory requirements such as HIPAA and Sarbanes-Oxley
- Manage all case file data including complex custodial/non-custodial relationships
- Implement a browser-based, true thin-client application
- Track records from point of creation through final disposition
- Maintain complete audit histories for every record
- Minimize "lost" records with low-impact user compliancy and proven recovery strategies
- Integrate with existing software applications including case management, imaging, and archive storage, etc.
- Seamlessly integrate barcoding, color-coded labels, and Radio-Frequency Identification (RFID)
- Encourage end-user "buy-in" with intuitive interface
- Collaboratively design and implement an unlimited number of retention schedules for the archiving or destruction of records
- Implement an unlimited number of security groups restricting access to sensitive records and/or data
- Maintain record integrity via proven inventory practices
- Maximize end-user accuracy and efficiency through workflow improvements including automated data entry, records requesting, bulk updating, and merging of duplicate records
- Analyze process metrics identifying bottlenecks and potential workflow improvement areas

