

FAX AND DOCUMENT MANAGEMENT



Leave the paperwork to us!



Focus on your patients and increase your productivity with RxCatalyst. Let our highly trained remote staff deal with your faxes and documents, update records, and have the necessary records ready when you need them. At RxCatalyst, we strive to provide you with a smooth journey to being paperless.

With these services, you can:

- Expedite faxes.
- Save time when processing documents.
- Increase productivity.
- Have important data ready when you need it.
- Provide service at the right time.
- Keep accurate records.
Ensure that the right fax is sent to the right recipient.

LET OUR REMOTE ASSISTANTS HELP YOU MAXIMIZE YOUR TIME AND RESOURCES.



Monitor and Sort Faxes

Our remote staff track and organize the faxes that your pharmacy sends and receives.



Record Document Information

When a faxed document is received, we record the information in your pharmacy software, update the necessary information, and assign the document to the appropriate person in charge.



Organize Documents

Our remote staff can help you systematize documents such as prescriptions, refill approvals, prior authorization forms, and patient forms.



Speed Up the Process

To expedite the patients' faxes and prescriptions, we can directly forward or assign the fax to the employee or group that manages the patient.



Ensure That Faxes Are Delivered Accurately

Our remote staff regularly review the fax numbers and ensure that every fax is sent to the appropriate recipient.



Handle Information Securely

Our services are HIPAA compliant. Our staff are required to undergo an intensive HIPAA training course and an annual HIPAA refresher course.



We don't stop at faxes!

RxCatalyst also offers the following services:



PRESCRIPTION
DATA ENTRY



INSURANCE
BILLING



CYCLE
BILLING AND
REFILLS



PATIENT PROFILE
MANAGEMENT



RECORDS
MANAGEMENT



TAR
MANAGEMENT



MEDICATION
PROFILE
MANAGEMENT



HEALTHCARE
COORDINATION



REMOTE
PHONE
ASSISTANCE