

Contract Management Solution (CMS)

Digital Repository for Managing Payor Contracts

Improve productivity of managing all facets of contract management with SCALE's Contract Management Solution.

Enhanced productivity in the end-to-end handing of all contract management

- Creates single, easy to access and use digital repository for housing all payor contracts, appendices, and other related documents.
- Not person 'dependent'.
- Easy knowledge transfer of processes, management and content.

Intuitive user interfaces

- CMS is designed to easily capture metadata about contracts: key terms, pricing, notification protocols, critical dates, coverage, etc.
- Detailed User Guide and technical documentation provided.

Date triggered 'action needed' alerts

- Users can set-up 'action' alert reminders such as 90-days from renewal date, need to schedule penetration test, get updated SOC audit, etc.

Easy report generator

- Report writer equips users with ability to generate a variety of pre-defined reports or export data into Excel or CSV file.

Captures user comments regarding contract review

- Discussion Tracker enables capture of user comments and discussion related to contract review and approval process.

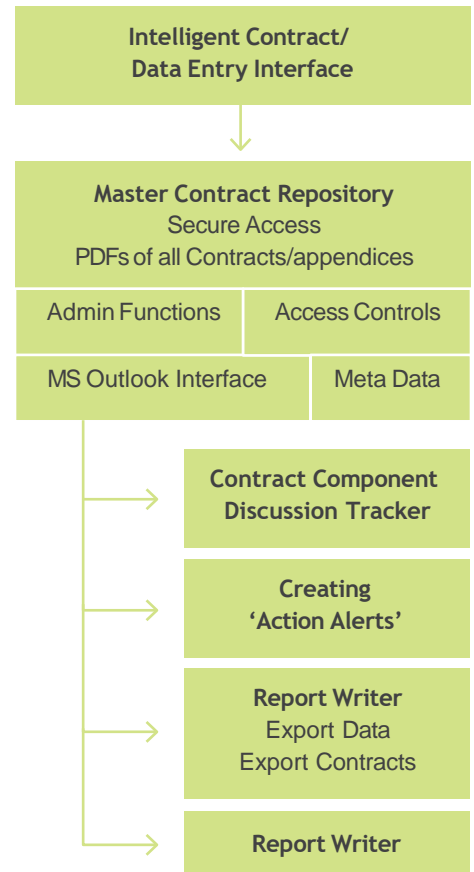
Audit function tracks work progress

- Built-in tracker log provides audit/checkpoint functions to ensure all appropriate reviews are made and sign-offs are secured.

Enhanced security provisions

- Secure application with admin oversight module to define which users have access rights to view/read/write.

Seamless modular components



SCALE

/skāl/ · noun

A graduated series of steps or order.

Our singular focus is to help healthcare providers achieve success with a systematic approach.

Contract Approval Sequencer

Define critical path sequence to secure review & sign-off of all required stakeholders. This intelligent approval sequencer enables users to:

- + Define all required steps
- + Define required approvals
- + Define turn-around requirements
- + Define any dependencies
- + Assign due dates
- + Track contract completion review status

Example: Define physician participation agreement approval review by selecting from drop-downs

Define all Steps	Define Required Approvals	Define turn-around time requirement	Define any dependencies
Legal Review Data Security Review Privacy/HIPPA Review SOC Audit Regulatory Review Marketing Review Clinical Review	Business Owner Chief Counsel CIO Privacy Officer Contract Officer Compliance Officer	1 Day 2 Days 3 Days 1 Week 2 Weeks	Legal Signoff Privacy signoff Compliance signoff IT signoff

Simplify the oversight and management of all payor contracts



Master Contract Repository

- Repository of unlimited payor contracts, amendments, and attachments such as NDA, BAA, Performance Guarantees, etc.
- Links/tags for cross-referencing critical terms, pricing, effective/ expiration/recurring dates, etc.
- Documents in PDF format, convertible to Word.



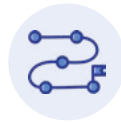
'Intelligent' Capture of Key Terms

- Smart data entry interface prompts for key terms, conditions, critical dates, required signatories, etc.
- Ability to add custom fields.



Robust Security Provisions

- HIPPA compliant
- 2-factor authentication and e-signature.
- Configurable user roles and permissions.



Contract Approval Sequencer

- Enable users to define a custom contract sign-off sequence, including specification of dependencies and turnaround time frames.



Integration with MS Outlook

- Application integrated with MS Outlook.
- Enables triggers to sent 'Action Needed' alert emails.
- Compose, sent and receive contract related emails.



Discussion Tracker

- Captures user comments related to contract provisions and approval process review.