



BOTTOM LINE ELECTRONIC DOCUMENT MANAGEMENT BENEFITS



More Productivity, Less Cost

GRM Digital saves time, energy and money through the greater efficiencies of electronic document management. Our cost-effective capabilities include imaging, hosting and workflow.



Full Legal Compliance

GRM is SOC 2 Certified. SOC 2 is a Report on Controls at a Service Organization Relevant to Security, Availability, Processing Integrity, Confidentiality or Privacy.



Secure, Immediate Capture

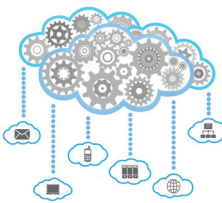
Our digital repository platform encrypts, backs up and firewall-protects digital data while allowing direct-to-folders scanning, faxing or emailing from local or remote locations.



Enterprise-wide Access & Collaboration

Our digital solutions streamline processes and promote information sharing and collaboration across departments and networks. We are especially strong in Healthcare EMR support, Financial and Legal discovery, AP, AR and HR workflow and Insurance capture/processing.

KEY DIGITAL SERVICES



Online Record Center Web Hosting

Online Record Center—outsourced, cloud-based platform and web-based on-demand solution featuring secure 24/7 web access and total compliance and disaster recover capabilities



The Blended Solution

Maintains vital paper and digital records, but eliminates unnecessary information in both formats; provides a seamless bridge transition from physical documents to digital.



Workflow Automation

Our ability to customize automatic information extraction and routing helps companies implement applications that lower costs, increase productivity and improve customer responsiveness.



Scanning/Imaging/Conversion

On or offsite, we provide the imaging and conversion of paper-originating information to virtually any digital format. Select records can be imaged as needed through Scan-On-Request.



eAccess™ Remote Inventory Control

Every GRM customer receives our online remote inventory control interface FREE OF CHARGE. eAccess provides convenient, on demand inventory management from virtually any computer.



GRMpedia

This affordable, online, regulatory research knowledge base allows organizations to search and monitor relevant compliance requirements and develop their own credible retention program.