

# LATHEM eBRIEF

Top 7 Reasons Healthcare Providers Are Switching to a Cloud-based Employee Time & Attendance Solution.



# Reasons for switching to the cloud.

Affordable and easy to use, cloud-based employee time and attendance is becoming the standard practice for running an efficient medical office. With electronic medical records (EMRs), ICD-10 requirements and other technology changing patient care, physicians are looking for innovative ways to run their back offices easily and effectively. Many are turning to cloud-based time and attendance systems to get the job done. Here's why:



# 1

## Reduces payroll time, and increases efficiencies



Cloud-based time and attendance for medical offices reduces the time to prepare payroll by half to as much as two-thirds per pay period, cutting time spent on the administration and processing of employee labor hours for payroll from several hours to 20-30 minutes. This frees up time for managers to focus on other business functions like filing insurance claims, billing and compliance.

Perhaps the biggest benefit is that doctors and nurse practitioners don't have to spend extra time reviewing time sheets with staff, as employees can check their own time records at their convenience from any computer or mobile device with an Internet connection. Before cloud-based and automated time and attendance, nurse practitioners would have to review employee time cards and spend much back-and-forth time fixing errors. Today, automation and the cloud save hours and hours of time each month.

# 2

## Eliminates Buddy Punching and Reduces Spreading of Germs



In healthcare, time clocks that use biometric technology like face recognition can help eliminate employee time theft, also known as buddy punching, when staff clock in and out for each other. An online time and attendance solution can easily integrate with this type of biometric employee time clock. Face recognition time clocks measure and identify unique points on a person's face when they clock in or clock out, so these time clocks can't be fooled by one employee

clocking in for another or even by identical twins. And they have a hygienic advantage. Since face recognition time clocks operate hands-free, employees simply look at the terminal and go without spreading germs via touch. These time clock systems also reduce unauthorized overtime and ensure compliance with wage and hour laws, easily saving tens of thousands of dollars in revenue and costly fines.

# 3

## Offers self-service information and better time management for employees

Cloud-based time and attendance empowers staff to access their time sheets without having to ask supervisors for help. It also eliminates the frustration among doctors and nurses of having to deal with time and attendance matters, so they can focus on patient care. For example, administrators no longer have to take time to respond to each staff member's inquiries about how many hours they've worked in the week, what

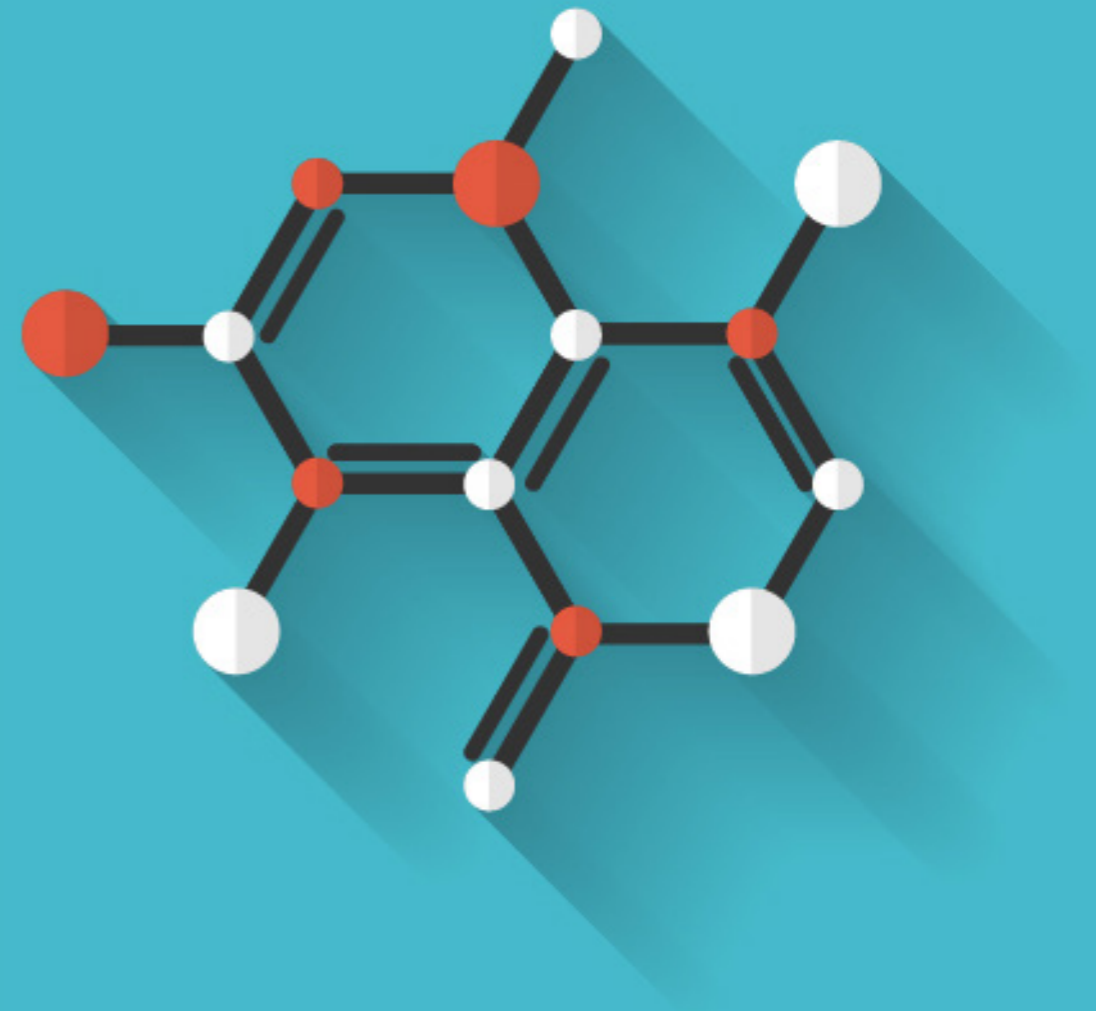
their PTO totals currently are, and the like. Now, it's self-service: employees can check their time sheets and view their paid time off when they want. The cloud also delivers data in real-time, so no worrying about outdated hours and totals.



# 4

## Integrates with Popular Payroll Systems

Most cloud-based systems integrate with popular payroll software like QuickBooks, Paychex and ADP. The automated data transfer eliminates manual errors and time spent manually typing time sheet data into payroll systems. Exporting and reporting become simple, whether managing a small medical team or a larger group of associates in multiple locations.

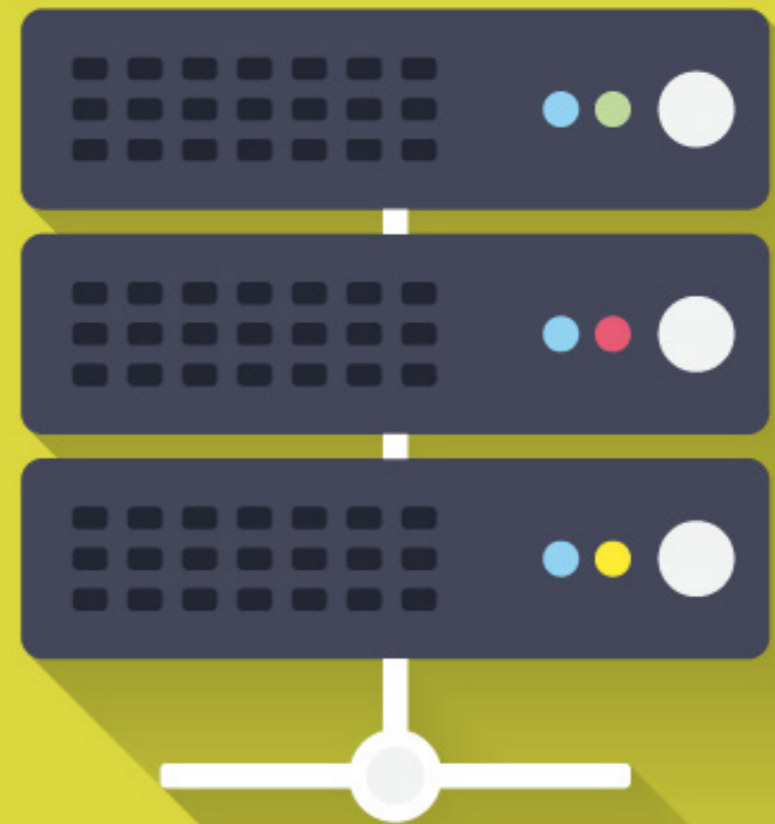




# 5

## No Server or Software Installs Needed. Save on IT Costs.

With the cloud, there is no software to install or servers to maintain. Staff information is protected and backed up through secure offsite data centers. This eliminates the need to dedicate IT resources to maintenance, upgrades and fixes -- yet another way the cloud saves time and money. With the rising data security concerns a hot topic in the healthcare industry, cloud-based time and attendance is an area that can be checked off as secure and reliable.



# 6

## The Freedom of Anytime, Anywhere Access

Web-based timekeeping allows time and attendance management from any location at any time. The cloud gives physicians and nurse practitioners the freedom to process payroll when it's convenient for them, so the heart of their business – delivering excellent patient care – always comes first. The cloud gives them easy and instant access to time and attendance information and management. It gives staff more flexibility to manage their own timekeeping and managers the ability to administer it when they want.





# 7

## Free Trials and Promotions

Some time and attendance companies are offering free trials or incentives to try cloud-based timekeeping. It's a way to try before you buy, to see if it would work for your medical practice. Trials through the cloud are easy to set up, so no time-consuming start up to begin realizing the benefits.



**FREE  
TRIAL**