

Private High School Reduces Program Administration Time for Government voucher Programs By 55% and Audit Time by 87%



Industry: Education

Solutions Implemented: Content Management & Workflow Integration

"James Imaging was very easy to work with an able to customize DocuWare to do what we needed it to do."

-Dave Baacke, Director of Operations, WLHS

Strategic Issue

The school participates in two government voucher programs. As public funds are used, this requires an annual audit to ensure compliance. Documents proving income qualifications and residency requirements are collected and must be retained five years after students graduate. Each student's annual record packet is worth an estimated \$9K of voucher funding. Plus, dozens of boxes containing packets had to be retrieved from off-site storage each auditing season. Missing or misfiled documents resulted in hours of search time and staff members spending time outside daily job functions.

The James Solution

Solving the storage problem and keeping valuable documents secure, yet easily accessible, the Solutions Group implemented DocuWare, a premier content management software that captures, digitizes, organizes, and secures documents. Now as residency and income documents are submitted, they are automatically linked by document type and student name, streamlining the enrollment program administration by 55%. Also, the annual audit is now 87% faster as auditors are granted read-only access to the voucher program's digital filing cabinet.



Customer Benefits

- Digitized and organized all voucher documentation, providing convenient dashboard access
- Eliminated need for off-site storage of 5 years' worth of documentation
- Saved 55% of time on program administration, providing staff more time to focus on their primary job function
- Reduced auditing time by 87%
- Protects \$5M of annual funding by digitally storing 550 individual student record packets



James Imaging Systems has over 40 years of experience helping Wisconsin companies improve their productivity. Through our "Solutions Group's" 4-step process of exploration, discovery, deep dive, and proposed solutions, we provide "Solutions for Intelligent Information Management."

Whatever your strategic initiative, we collaborate with you to create the appropriate solution to move your business forward. All our support is provided locally, ensuring an unsurpassed customer service experience.

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