

The "Case" for Case Management Systems

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Very often, the last piece of the puzzle needed to turn your successful practice into a successful and efficient practice is a case management system.

With the help of a case management system, you can get control of the cases you and your associates are handling. A good system will allow you to take on more cases without fear of overextending yourself. Your system works as an electronic assistant by providing you with up-to-date information on the status of your cases and where resources can best be spent.

One such case management system, in use by over a 100 legal professionals in nearly a dozen law firms, is the Software Services IT Case Management System (SSICMS).

SSICMS provides three levels of control. First, it is a fully functional database that tracks the cases your firm is handling. From initial contact to resolution, you have the pertinent information about your clients and their cases at your fingertips. Second, strong management reporting, calendaring of critical dates and journaling of contacts and notes lets you maintain and then filter the information you need when you need it. Finally, by integrating a strong document control system into the database, the documents you create and receive are kept in a single database structure for instant retrieval. No more searching for folders with hard copy documents and correspondence. Use the system to display the case, navigate to the documents list and instantly you have all the documents at your fingertips. In addition to the strong management control features, back office functions related to creation and tracking of record requests enhance productivity at all levels in your firm.

The system was developed with the input of successful plaintiff attorneys and was designed and created for real people. One satisfied user of SSICMS says this about the product: "...the system won't make a bad lawyer into a good lawyer, but it will help any lawyer be more efficient by providing virtually instant access to information".

The following are some of the things this system can do for you:

- Enhance management control: review of cases, practice management reports, reminders, statute of limitation reports
- Create efficient operations: contact management, automated correspondence creation and printing
- Automate document tracking: created and scanned documents, testimony, research

More information on the system can be found at www.ssi-az.com or by calling Software Services at toll free 1-866-526-7327.