

Success Stories

Bringing You Success, One Story At A Time.

Wilmington Hospital

Employee Health

Problem:

The Employee Health records for Wilmington Hospital were filed in standard top tab folders without color-coding. Mis-Files and space constraints were becoming a problem. A basic alpha color coded-system was considered to be the answer. New folders were to be housed in lockable end tab equipment. That was the easy part to solve. Doing a conversion of 5,000 folders with traditional rolled labels and name indexing labels was going to be labor intensive.

Solution:

The client purchased 5,000 (8688) folders with a factory installed extension clip fastener. They also purchased a NetLabels set-up and blank labels. This made the conversion go very smoothly. Adhesive NetLabels strips were printed with the employee name, the first two letters of the last name were color-coded, and the month and day of the employee's birth was printed. The month and day are used to help distinguish between two "John Smith" files. It was decided that the full date-of-birth would not be used to help comply with HIPAA standards.

Re-Order Potential:

The client will continue to re-order folders and NetLabel stock. They are also looking at two other departments within the hospital: "The Cancer Center" and "OBGYN".

The label style used was #2245. You can view or print a sample of this label by going to www.netlabels.com . Now, click on the "print labels" box. Enter "guest" under username and password. Lastly, just scroll down the label styles until style #2245 appears and click on it.

