

CalWIN Electronic Case Management System (CERMS)

SSAB Presentation
June 13, 2013

CERMS Project Goals

- ▶ Streamline Imaging Process
 - Speed up imaging process (capture and retrieval)
 - Increase quality of imaged documents
 - Reduce downtime

Document Flow

▶ Current Process

- Imaging at 1 Document Processing Center (DPC) and all FRC's

▶ Future Process

- Majority of Imaging at 2 DPC's (within 1 business day of receipt)
 - Minimal Imaging at FRC's (Immediate)
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Accomplishments to Date

- ▶ New indexing strategy created
 - ▶ Bar-coding of forms has begun
 - ▶ DPC sites identified and servers being built
 - ▶ Convenience scanners have been identified
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Next Steps

- ▶ Install Convenience Scanners (June–September 2013)
 - ▶ Configure DPCs (June – September 2013)
 - ▶ System Testing (September – October 2013)
 - ▶ End–User Training (September – October 2013)
 - ▶ Go–Live (October 28, 2013)
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