IRON MOUNTAIN®

SMART SORT: HEALTHCARE USE CASE EXAMPLE

CHALLENGE

A large healthcare organization wanted to reduce cost and risk by destroying records that had met retention requirements. However, they were unable to easily and defensibly identify which records were eligible for destruction, as they lacked the budget required to undertake a long-term and labor-intensive discovery project. Constrained by limited resources, the organization's push for defensible destruction was at a standstill.

SOLUTION

Following the Smart Sort process, Iron Mountain's team retrieved 48,000 cartons of records and reviewed the contents at the file-level. In real time, and with one touch of the file, they sorted and reboxed all files according to the retention schedule while identifying those records that were eligible for destruction.

RESULTS

› Gained the ability to confidently destroy 123,000 files

› Reduced storage cost while meeting compliance requirements and reducing risk

› Established a process for ongoing destruction

WITH SMART SORT, YOU CAN

› **Easily Identify Destruction Eligibility**

» Iron Mountain leverages data from your existing database and retention schedule to assess destruction eligibility.

› **Enable Box-Level Destruction**

» Records will be sorted according to destruction eligibility year to simplify ongoing retention and destruction management.

› **Reduce Program Costs And Risks**

» Initiate immediate destruction of eligible records to reduce storage costs and mitigate legal discovery, audit and compliance risks.

› **Improve Find Rates**

» At the completion of your Smart Sort project, you will have an up-to-date file-level listing that enables accurate and efficient records management.

Holding on to records longer than needed will only increase cost and risk over time. Stop wasting precious budget and resources simply to delay the inevitable. Turn chaos into compliance with this cost-effective solution that enables you to organize for efficiency, immediately destroy eligible information and, ultimately, eliminate unnecessary cost and risk from your records management program.

To learn more, contact your Iron Mountain account manager directly, or fill out this form to request more information. Include the words "Smart Sort" in the comments section.

USHTL-ART-031301A