



CASE STUDY

A Custom Process for Compliance

Our client, a Fortune 500 healthcare company, needed help reconciling and analyzing customer contracts to comply with internal policy and government requirements.

Phase I – Contract Database Reconciliation: Our team of attorneys reviewed and reconciled data from our client’s internal billing and contracts databases and identified whether contracts existed for all current customers. During this initial phase, we reduced the number of unaccounted for contracts by more than 63%.

Phase II – Contract Analysis: For each identified contract, our team analyzed 40 specific contract provisions and updated the information in its contract administration database to properly reflect the terms of the contract. This process was completed for over 20,000 agreements.

Phase III – Missing Contract Drafting: For the 800 missing agreements identified in the earlier phases of the project, our team created the initial draft contracts. We also prepared the accompanying draft cover letters and attorney review forms.

Trustpoint was able to quickly ramp up a skilled team of attorneys to work collaboratively with our client’s IT and legal staff. By creating a customized process, we efficiently completed the project with minimal interruption to our client’s business.