

USE CASE PROFILE: Health Plans

Challenge: Reducing Manual HR Processes

From new hires to employee off-boarding, your HR organization manages many document-intensive tasks. HR paperwork often requires signatures from employees, candidates, and contractors for documents like onboarding packets, vacation requests, benefits enrollment, and performance plans. Obtaining the required information and signatures on these forms requires significant manpower and budget, and one missing signature could put you at risk.

The DocuSign Solution

DocuSign helps HR organizations make key functions like hiring, on-boarding, and benefits enrollment paper-free—so you can save time, reduce errors, increase compliance, and importantly, improve employees' and candidates' experience.

Candidates can electronically sign NDAs, employees can easily acknowledge receipt of new company policies, and you can perform I-9 verifications and manage contractor agreements electronically and error-free. Our forms library lets your staff easily select the appropriate forms, and robust workflow capabilities give you complete control over signer order. Automated reminders help ensure compliance. DocuSign also provides complete reporting, audit trail, and document retention capabilities.

DocuSign Key Benefits

Health plan human resources organizations use DocuSign to save costs on paper, printing, and postage, realize greater process efficiency in workflows, and reduce administrative burden. No more faxing, printing, or manual retention of records. With DocuSign's robust dashboards and reports, you can easily view all signing activity at a glance.

DocuSign will integrate with your Human Resource Information Systems so you can upload information directly. A template library lets you find and send the most up-to-date forms. And as a cloud-based solution you can get up and running immediately, realizing faster time to benefit.

DocuSign in Healthcare HR

"The amount of paperwork that Human Resources has to deal with in relation to their employee benefit plans is astonishing" said Brent Schlosstein, CEO of TRUEBenefits. "DocuSign's technology will help employers minimize errors, increase efficiencies and ensure data is accurately transmitted at Open Enrollment and throughout the year."

About DocuSign

DocuSign® is the global standard for electronic signature®. DocuSign accelerates transactions to increase speed to results, reduce costs, and delight customers with the easiest, fastest, most secure global network for sending, signing, tracking, and storing documents in the cloud.



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