



Access Unify® | Health

Is your data audit ready?



Healthcare leaders must be confident that their archived data is complete, accurate, easily accessible and fully traceable to meet audit and compliance checks from regulators, payers, attorneys, quality teams or internal reviews, while maintaining full data integrity even after legacy systems are retired. This can be a complex process.

To make it less complex, Access designed a comprehensive checklist to help hospitals understand how and what to do to stay audit-ready with reduced legal risks, audit delays and maintenance costs. This ensures hospitals rely on compliant data with clear audit trails for data-backed care continuity. Use the checklist below to assess if your data meets the audit expectations and survives an audit!



Complete System Inventory

Scope includes all legacy clinical, billing, imaging, scanned and coded data types



Verified Data Extraction

Validated backend or secure UI-based frontend extraction to prevent data loss



Full Data Integrity

Charts, demographics, dates, and identifiers preserved without gaps or mismatches



Sample Consistency

Consistent formatting and style-normalization across multiple data types



Unified Patient Identity

All records from multiple systems link to a single, centralized patient profile



Metadata Indexing

Indexed records for easy searches by patient, date, record type, encounter, etc.



Fast and Thorough Search

Reads scanned PDFs and images with filters for patient, date, type, keywords, etc.



Secure Access Controls

Role-based access (RBAC), SSO, and monitored activity logs



End-to-End PHI Security

Encryptions, AD/LDAP based authorized access, VPN access, and isolated Azure VMs.



Immutable Audit Trails

Every view, search, download, and export is captured with user, timestamp, and reason



Retention and Purge Controls

Complies with state and federal policies, expired data purged with audit logs



Reporting and Analytics

Self-service reports for reconciliation, access logs, A/R status, and audit packets



Final Validation

Transparent protocols of batch acceptance, reconciliation and completion signoffs

How Access Unify | Health Meets Your Audit Needs

Access understands the pressure healthcare organizations face during audits, which can be tricky if data is unorganized. Access Unify | Health ensures instant access to audit-ready data at any moment. Here's how:

- Complete capture of legacy data via record counts, batch status, and validation
- Built-in analytics and easy access to logs, reconciliation reports, A/R status, etc.
- Monitored activities to track every view, export, print, or query for compliance
- Aligns with state retention laws and automated purge schedules
- EMPI-linked unified patient identities for accurate identity matching across systems
- A/R continuity via dashboards for aging, claims follow-up, and outstanding balances after system shutdowns

Is your data audit ready?

Access helps ensure your archived data is complete, accurate, easily accessible and fully traceable. Reach out to us for more information at UnifyHealth-Info@accesscorp.com or learn more at www.accesscorp.com.

Access About Access

Access is the largest privately held records and information management services provider worldwide, with operations across the United States, Canada, Central and South America. Access provides transformative services, expertise, and technologies to make organizations more efficient and more compliant. Access helps companies manage and activate their critical business information through offsite storage and information governance services, scanning and digital transformation solutions, document management software, and secure destruction services. Access has been named twelve times to the Inc. 5000, the ranking of fastest-growing private companies in the U.S.

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