



# SIMPLIFYING THE COLLECTION PROCESS

Reduce Paperwork, Eliminate Errors, Standardize Forms

## FormFox Features & Benefits



### Save a Tree – Switch to FormFox

FormFox.com incorporates a new, universally formatted form that will print onto a single page! Each time you generate a FormFox form rather than filling out a traditional five-part form, you're saving four pieces of paper!



### Say Goodbye to Carpal Tunnel

Not only does FormFox save paper, but also paperwork. The new web-based application allows for all donor and collection data to be entered digitally and then printed, rather than pressing through five pages to manually write in the information.



### Fewer Collection Process Errors

FormFox employs several systems that cleverly facilitate greater accuracy for the collection process. Digital transfer of data, universal forms with forensic links and web-based wizard-driven walkthroughs help to reduce errors in every collection.



### Wizard-Driven Collection Walkthroughs

For the many various types of collections, a collector will enter a wizard-driven walkthrough of the entire process. Generally, a donor will show up to a collection with a barcoded CCF in hand. When scanned, the pre-selected test will immediately begin by launching the appropriate wizard process. Training new collectors becomes easier than ever with constant prompts throughout the process.



### Fast... Like a Fox...

Complete collections faster with the automated, online FormFox system. Pre-populated data, barcode scanners and step-by-step walkthroughs are just a few of the features that speed up FormFox collections. Form stock is distributed and received faster, forms are filled out faster and CCF copies are obtained faster.



### Check-in With a Barcode

Donors will be able to bring a pre-authorization form to the collection site that will have a barcode printed on it. Scanning that barcode into FormFox will either find a scheduled test in the system or allow you to begin the collection process from the initial steps.



### Pre-Order Opportunity

Through CIS's web portal, aPro Web, or participating labs and third party systems, users will be able to pre-order FormFox tests. This capability puts accountability on employers to enter accurate information. At the collection site, a barcode will be scanned, the donor information verified and the sample collected. The process becomes faster and more accurate.

Before



After





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### Keep Tabs on Test Status

Through CIS's web portal, aPro Web, or participating labs and third party systems, test status is traceable and viewable. FormFox reports status at certain checkpoints such as "donor checked in", "in process", "refused" or "completed". Test results (positive, negative, pending) are viewable through these web portals as well.



### Enhanced Reporting Capabilities

Keeping track of production and productivity is easier than ever with FormFox! Generate detailed or summary reports by account, by site or monitor in-house productivity by collector.



### Web-based application

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### You Just Can't Beat Free

The best part is that there is no cost to use FormFox! Sign-up is free, the forms are free and the web service is free.



### Simple to Learn and Use

From registration to reporting, collections to CCFs, FormFox is simple to understand, employ and enjoy.



### Forms for an Expanding Industry

Rather than keeping boxes of various forms for every collection scenario, web-based forms allow you to print any collection from any lab or employer on one consistent stock. With the new FormFox form, you will always be outfitted to print new form formats immediately. Waiting for new customer specific forms is a thing of the past!



### Stock On-Demand (or Pre-Demand...)

No longer will you wait for various form inventory to be generated and delivered nor will you have to rely on the donor to bring in the form – you'll already have it. FormFox is capable of keeping track of your approximate form usage and can ship you more forms before you even run out!



### Digital CCF Archive

Each sample that is collected and sent to a laboratory will be accompanied by a custody and control form. That form will be scanned upon arrival and stored in a secure FormFox database. Digital copies of any Custody and Control form will be attainable whenever necessary. Go ahead and recycle those cabinets full of old forms and go digital!



### Treat Your Clients Right

Donors enjoy the benefits of a quicker, more efficient process. When a test is ordered on-line, the donor data will automatically be entered into the system reducing the need for customer input at the collection site and preventing miscommunications of personal information. Employers have more ability to follow the status of tests, and receive test results faster.



New Custody and Control Form