

Enabling Remote Work for a Wealth Management Organization Through Paper Capture and Extraction



Overview

Atlas Wealth Management is an investment management firm out of Albany, NY that provides **financial** services for individuals, families, businesses, and non-profit organizations.

Atlas had approximately 11,000 paper legacy documents that needed to be scanned and uploaded to an existing ECM solution to work more efficiently in a remote environment.

Problem

Due to the pandemic and an increasing remote workforce, employees of Atlas Wealth Management were having difficulty accessing the paper files and documents needed to perform their daily tasks. Although they had already established access to their existing ECM system via internet at home, Atlas still had an extensive backlog of paper legacy documents in the office that needed to be scanned and uploaded to their system to become usable in a remote environment.

Solution

DataBank transported all of Atlas' legacy documents to a secure scanning location to begin capture and extraction. Throughout the capture process, Atlas was able to request and retrieve files as needed to continue business as usual. Once the documents were uploaded, DataBank stored them, along with its previously scanned documents, in Atlas' centralized and secure content management platform making data access easy and convenient. Three months later, Atlas signed off to securely destroy the paper documents, saving it the cost of future document storage and increasing employee productivity by eliminating the need to search through paper files.

Results

Atlas Wealth Management is now in a paperless client file environment where employees can access digitized images quickly and easy from any location. This allows Atlas to have a faster response time to provide consultation, insight, and perspective to their clients. As a result of utilizing DataBank services, Atlas experienced a surge in productivity, customer responsiveness, accuracy in gathering customer legacy information, and overall cost reduction in time previously spent looking through paper files.