



project background

St Helens Council approached Cleardata for an onsite scanning project to digitise Social Care Records for their Children and Young People's Services Team.

It was important that the chosen provider was able to come to the council's premises and set up an onsite scanning service, as the records were all live case files. Cleardata scanned over 600,000 images during a two week period.

solution

Whilst it's generally more efficient to carry out scanning at Cleardata's premises, there are some instances where this is just not possible.

For an onsite scanning solution, Cleardata will advise on the set up, layout and liaise with the client's IT team to ensure that everything is ready and tested prior to commencement of the project.

Cleardata helped the council prepare an onsite scanning bureau in a secure room, with distinct preparation, storage and scanning areas, set to specific requirements.

Once the work was completed, the team were able to index the scanned documents for bulk import, directly into the council's Opentext document management system.

client feedback

"Cleardata were able to sort out this onsite scanning job at short notice. As part of the project they trained and supervised our staff to carry out document preparation, whilst their team focused on scanning and quality checking.

This not only saved time and money but also provided us with a valuable insight into how the experts did it. We are now perfectly placed to carry out the ongoing scanning requirements in house. We were extremely pleased with the quality of their work.

The project was delivered within the timescales promised and their staff were extremely courteous and hard working. Great job!"
Helen Spreadbury, St Helens Council

David Bryce, Cleardata's Managing Director added *"Cleardata can index and scan documents to be imported into all of the main systems used by local authorities, such as Opentext, Hummingbird, Anite, Northgate and Civica.*

The company has scanned millions of documents for social services teams, including both adult record scanning and children's record scanning."