

Access

National Law Firm Transforms Paper-Based Processes into a Centralized System

Revolutionizing Workflows with
Access Unify™ | Active File Service

The Challenge

Having undergone many recent changes, this US-based national law firm significantly increased the size of their records inventory due to merger and acquisition activities. While rapid growth can be good for business, combining two companies with largely paper-based processes can be daunting.

This US-based firm had solid records management processes in place prior to merging with another large firm and was now faced with ingesting an enormous amount of data, including case files, into a smaller real estate footprint that needed to be organized and managed effectively. Not to mention, they needed to be able to integrate the digital files to their records management platform. Like many firms, it was important to find a solution that would allow them to store records offsite and to be able to receive records digitally in a timely manner, while ensuring all information is secure.



About the Company

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. All trademarks, service marks and company names are the property of their respective owners.



Client Profile

Company

US-based National
Law Firm

Company Size

Enterprise

Industry Sector

Legal

Product/Solution

Access Unify™ |
Active File Service

The Solution

To address these challenges, the law firm turned to Access and began exploring solutions that would allow the company to store and manage records more digitally. Therefore, reducing their reliance on paper-based processes to stay organized.



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to search!"

National
Law Firm

Access recommended Access Unify | Active File Service. This solution allowed the firm to centralize their records management processes and merge their physical records into a single system, providing secure access to case files and making them shareable across their new

organization. It helped the firm create a digital-first process, providing all attorneys easy access to case files without having to store the files onsite.

Conclusion

Access Unify | Active File Service provided the law firm with a solution that ensures compliance with regulatory and legal requirements while streamlining processes for improved efficiency and accuracy, and timely delivery of digital files. Overall, the solution is to help the firm serve their clients.