

# WORKFLOW & PROCESS AUTOMATION

## New Business Intake Design & Development

*No single workflow in a law firm is more critical, risky or complicated than the management of New Business Intake.*

NBI helps firms manage the most important component of any business – initiating new client relationships and new matter revenues. It also drives and triggers the internal processes of every major enterprise application in a law firm!

### OUR NEW BUSINESS INTAKE SERVICES

#### Best Practice Process Management

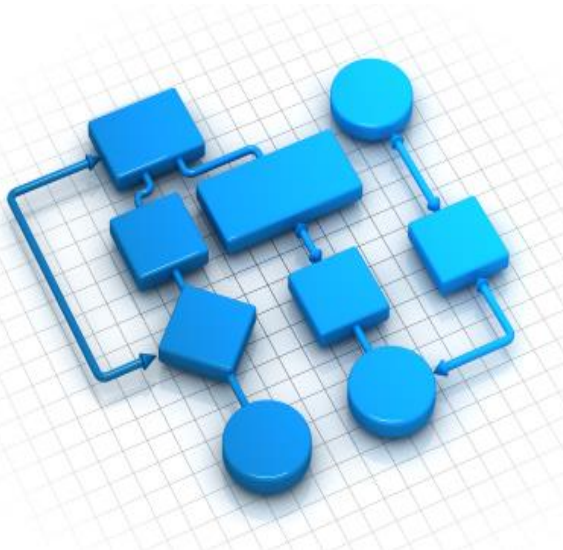
Understanding and Innovating the complex process of engaging new business:

- Flexible and Adaptable Processes including serial, parallel, and ad-hoc routing
- Preliminary Conflict Searching
- Additional Related Party Requests
- Conflicts Resolution Process
- Special Rate / Alternative Fee Management
- IP Multi-Filing Capability
- Process Efficiency
- Experience Innovation

#### Technology Management

Ensuring the technology is flexible and dynamic enough to meet your business requirements including:

- Workflow System Selection
- Solution Design and Architecture
- Requirements Definition
- Cross-Platform Data Point Integration
- Streamlined Deployment
- Project Management



#### Risk Management

Process and data auditing best practices to ensure compliance with legal and policy responsibilities and requirements.

- Surfacing and Validation of Data
- Business Rule Enforcement
- User and Role Security
- Compliance Auditing
- Document and Process Archiving

#### LEADERSHIP

As a consultancy of experts, we represent the legal industry's most experienced technology and business thought leaders.

#### EXPERTISE

We provide pragmatic, actionable and specific methodologies to help you address the challenges of your business:

- Codify Policy & Procedure
- Automate
- Delegate & Leverage
- Collaborate & Participate

#### RESULTS

Our Workflow and Automation Solutions focus on:

- Enterprise BPM Strategy
- New Business Intake
- Best Practice Process Mgmt
- Requirements Definition
- BPM System Selection
- Integration
- Solution Development
- Risk Management & Compliance

#### HYPERION GLOBAL PARTNERS

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