

Thanks to Your Support & Loyalty, D2Xchange Celebrates 5th Anniversary



D2Xchange is proud to celebrate our fifth anniversary with you, our customers and business partners. We are grateful for your loyalty and support. In appreciation for your patronage, we invite you to [enter our birthday celebration drawing](#) for your choice of either birthday cake and ice cream for your office or a \$100 Visa gift card.

Our Company Roots Stretch Back to 1993

Incorporated under the name D2Xchange, LLC, in October 2006 by co-owners Nancy J. Sauer and Graham J. McClean, our company's roots stretch back to 1993 when we opened our doors in the Denver Tech Center as a [document scanning bureau](#). While document scanning was a fairly novel concept 18 years ago, we quickly developed an expertise helping companies convert paper documents to electronic images to make information easier to secure, share and store and to create a document archive for disaster recovery and business continuity.

At the same time we were building our document imaging business, we were developing a proficiency in data archiving and collaboration with an emphasis on payroll and financial data. Partnering with one of the country's largest payroll services providers, we began collecting and archiving millions of company payroll reports and employee W-2 forms each year – a practice we continue today.

Consecutive SAS 70 Type II Audits Validate Secure Data Handling Procedures

To assure that we have the right policies and procedures in place to properly handle this confidential information, D2Xchange has successfully completed three consecutive [SAS 70 Type II audits](#), the most recent in March 2011. A SAS 70 audit validates that a service organization has completed an in-depth audit of their control activities, which include controls over information technology processes. The examination is designed to demonstrate that a service organization has adequate controls and safeguards related to hosting and processing customer data.

Collaborating with Clients to Create Content Management Solutions

As a natural extension of our document conversion and data archiving services, we began offering document management software systems to customers in 2003, providing customers tools to capture, manage, store and retrieve electronic or digital documents. Understanding that "one size does not fit all," we offer our customers a range of software choices including [Digitech](#), [Hyland](#) and [Computhink](#) software. All help our customers:

- **Save money.** Moving from paper-based document



With Your Help, We Have Been Able to Achieve the Following Milestones:

October 2006 – Company incorporates under name D2Xchange, LLC

January 2007 – We introduce W2 Export to Excel – a product enhancement designed to help payroll managers simplify W2 auditing and reporting

May 2008 - Company retires debt early, which was originally incurred to finance the purchase of D2Xchange, LLC

November 2008 –We pass our first SAS 70 Type II Audit without exception

March 2009 – D2Xchange presents a case study at the AllM International Exposition and Conference, highlighting 18-month project during which D2Xchange scanned, indexed and uploaded more than 8 million documents into the Colorado Housing & Finance Authority's OnBase enterprise content management (ECM) system

August 2009 - D2Xchange acquires customer base of Integrated Document Solutions

November 2009 -Company passes second SAS 70 Type II Audit without exception

sharing to electronic document sharing reduces the amount of paper an organization consumes, generating *real dollar savings* related to purchasing paper, hardware for copying and faxing and consumables such as toner cartridges. It greatly reduces hard copy mailing and shipping expenses.

- **Make information more accessible.** Gartner estimates that professionals spend more than 500 hours a year reviewing and routing files....and another 150 hours looking for incorrectly filed documents. That represents *\$11,000 a year per employee* compensated at \$35,000 a year. Organizing information and putting information at an employee's fingertips helps streamline work processes. Employees are able to assist customers, management and co-workers on the first call – which improves productivity while enhancing customer loyalty and retention.
- **Secure confidential or proprietary data and documents.** Document management software offers automated controls and security features to manage and document who can access, modify, share or delete an organization's records. This helps protect a company's intellectual property. It also minimizes legal and regulatory risk. For example, it can make it more difficult for an employee to accidentally or intentionally see or disclose a customer's or an employee's personal, financial or healthcare-related information.
- **Automate document based business processes.** Human resources, accounts payable and contract management are among the most common business processes we see. Automating the process streamlines workflow, reduces human error, enforces consistency and cuts costs. Organizations find that they need fewer people to do the same amount of work. They also find that improving a business process generates benefits such as early pay discounts.
- **Leverage their investment in other software systems** by integrating document management capabilities with line-of-business applications such as accounting, order entry, electronic medical records (EMR). Combining systems empowers employees to access electronic document repositories directly from a familiar line-of-business application they work in each day.

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January 2010- Export to Excel Function integrated onto annual W-2 CDROMs produced for clients

Spring 2010- ECM Connection features our integration of document scanning, content management and electronic medical records software for Arapahoe Douglas Mental Health Network

January 2011 –Company launches PaymentXpress, an online application that performs treasury management and financial audit functions for organizations

March 2011 – D2Xchange passes third SAS 70 Type II Audit without exception

March 2011 - D2Xchange, presents case study at the Association for Information and Image Management (AIIM) Conference & Expo showing how D2Xchange helped Family Health West (FHW) to reduce costs, increase productivity and enhance information security across FHW by digitizing patient records and utilizing electronic document management software

Thank You for Being Part of Our D2Xchange Success Story!

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