



## eBillingHub® and Carpe Diem

### Increase your e-billing efficiency and compliance

Accurate time recording is absolutely crucial to law firm success. Maximising the capture of billable time not only protects revenue, it also offers the stability needed for future growth. Unfortunately, efficient time capture is not always a straight-forward process.

In order to ensure compliance with their client's Outside Counsel Guidelines (OCG), fee earners are faced with the additional pressure of having to navigate a myriad of complex billing rules. Failure to ensure compliance can lengthen the billing cycle, cause costly write downs and erode matter profitability. Even worse, poor billing hygiene can engender dissatisfaction and cause long-term damage to client relationships.

#### **Built-in compliance**

Carpe Diem can help remove time recording challenges. It enables the smooth capture of every single billable moment, while ensuring that time records are fully compliant. Using a flexible, and powerful, third party validation engine, it can confirm time entries upon submission against OCG's, regardless of where they are hosted. This ensures your firm meets both billing, and compliance, objectives.

Combining Carpe Diem with Thompson Reuters eBillingHub® streamlines the billing process.

Billing guidelines, sourced directly from eBillingHub®, are used to validate time entries automatically within Carpe Diem, rather than at a later stage in the billing process. This gives your firm the assurance that all time entries are compliant with your client rules prior to invoicing.

It also provides the confidence that comes from knowing your firm is working with industry leaders in the fields of electronic billing and time entry for law firms.

#### **Significant time savings**

Finding, and correcting, non-compliant time entries at the time entry stage takes only a few seconds of one individual's time and prevents the inclusion of non-compliant time entries on invoices. This avoids the invoice resolution process that often takes several days, requires the time of multiple individuals, and ultimately, leads to a delay in the payment cycle.

Worse, if too many invoices are rejected the firm will gain an unenviable reputation for being unreliable and lacking attention to detail. It is clear that timely, detailed and accurate invoices build client trust and are much more likely to be paid quickly.

#### **Product >**

eBillingHub and Carpe Diem

#### **Sector >**

Legal

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## Capture time anywhere

Carpe Diem is one of the most widely used timekeeping solutions available today. It was specifically designed to address law firm challenges with inclusive timekeeping functionality, along with forecasting and workload management.

The integration between Carpe Diem and eBillingHub® enables lawyers to enter and validate time from any location, on any device, allowing fee earners to open, complete and submit, their timecards directly from wherever they are working.

## Streamlined validation

To ensure compliance, fee earners must be aware of the rules that they are expected to comply with. Carpe Diem can provide required OCG's and budget information at the exact time and place the user needs it, directly at the point of time entry.

By enabling your lawyers to become part of the e-billing process, accounting and support staff no longer need to spend numerous hours chasing or problem-solving. Using this solution allows that knowledge to remain where it belongs, with the fee earner.

## A costly problem eliminated

With timecards entered by fee earners via their mobile devices, and automatically validated against clients' billing guidelines, the result is a significant reduction in billing errors and rejections.

For accounting and administration teams, the time spent fixing entries, both before and after client rejections, is reduced dramatically.

## Key benefits

- > A faster, easier e-billing process
- > Assured compliance with OCG's
- > Easy, automated, mobile time entry, validation and submission
- > Entries certified correct before submission
- > Reduced quantity of billing errors
- > Significant time savings for fee earners and accounts staff
- > Faster payment and increased levels of client satisfaction

To find out more about combining eBilling Hub® with Carpe Diem, please speak to your Advanced Account Manager or **Contact Us**

## More information

**w** [oneadvanced.com](http://oneadvanced.com)  
**t** +44(0) 330 343 8000  
**e** [hello@oneadvanced.com](mailto:hello@oneadvanced.com)

Ditton Park, Riding Court Road, Datchet, SL3 9LL

Advanced Computer Software Group Limited is a company registered in England and Wales under company number 05965280, whose registered office is Ditton Park, Riding Court Road, Datchet, SL3 9LL. A full list of its trading subsidiaries is available at [www.oneadvanced.com/legal-privacy](http://www.oneadvanced.com/legal-privacy).