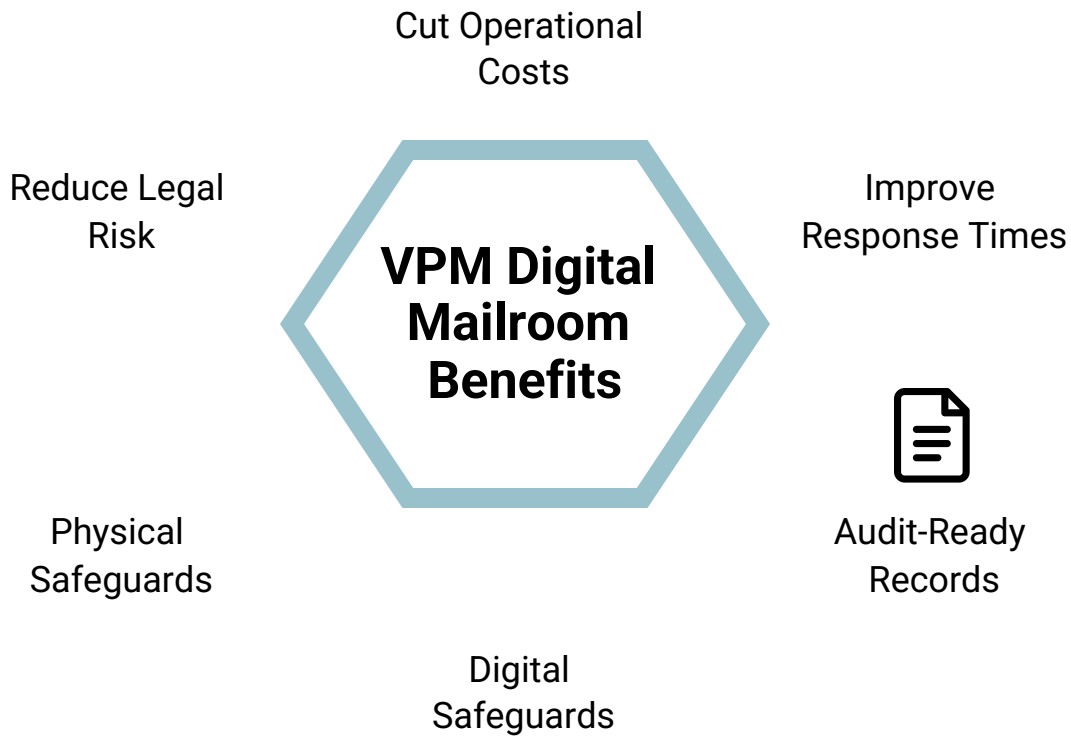


A Safer Mailroom for Healthcare Organizations: How VPM Supports HIPAA Compliance

Modernizing Mail Security and Efficiency to Eliminate HIPAA Pitfalls and Slash Operational Costs





Healthcare organizations are under constant pressure to balance patient care, meet regulatory requirements, and keep daily operations running smoothly while budgets tighten.

Every day, physical mail carries protected health information (PHI). A single misplaced envelope can constitute a HIPAA breach, exposing organizations to fines ranging from \$100 to \$50,000 per violation. VPM offers a HIPAA-ready digital mailroom designed specifically to meet the compliance, operational, and security challenges of healthcare organizations by digitizing and securing mail workflows.



Eliminate HIPAA Pitfalls with Secure Mail Handling

The Hidden Risks in Mail Handling Breaches tied to paper PHI are common. Misdirected billing statements, lost lab reports, and improper disposal of patient files create dangerous compliance blind spots.

The Importance of Signed BAAs HIPAA requires signed Business Associate Agreements (BAAs) with all vendors handling PHI. VPM eliminates this risk by providing signed BAAs as a standard part of its healthcare services.

Audit-Ready Documentation Every scanned item is logged, timestamped, and tied to user activity. This creates a clear chain of custody for each piece of mail, making it easy to demonstrate compliance during audits.

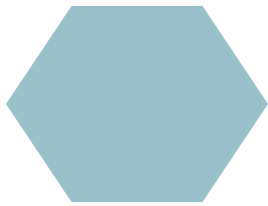
Enterprise-Grade Physical Safeguards VPM owns and operates its mail facilities with 24/7 surveillance and strict access controls. This direct control eliminates the risks associated with unvetted subcontractors or third-party vendors.

Digital Security and Access Control Once scanned, mail benefits from bank-level encryption and role-based access. Detailed logs provide a full audit trail of every interaction with PHI, meeting or exceeding EHR security standards.

HIPAA-Compliant Shredding Policies Original paper records are retained only as long as necessary before being shredded on-site in strict accordance with HIPAA disposal requirements, eliminating residual PHI exposure risks.

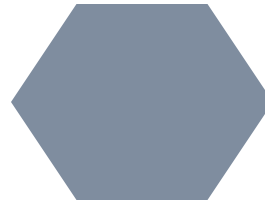
The Financial Impact of Manual Mail Handling

Manual document handling represents a significant source of hidden costs. Our analysis of healthcare operational data shows:



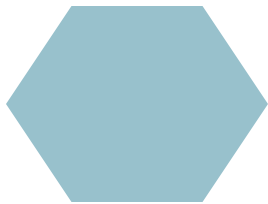
\$10-\$20

Estimated cost to manually handle a single mail item



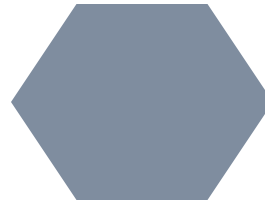
10-15

Hours per week spent by mid-sized office staff just sorting mail



\$50k-\$100k

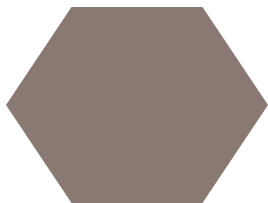
Annual hidden labor costs for processing 5,000 pieces of mail per month



25%

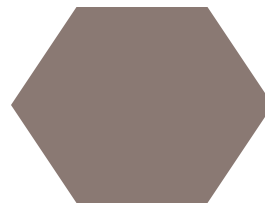
Faster reimbursement times for providers with optimized document workflows

A digital mailroom automates manual tasks, accelerating billing cycles and reducing overhead costs tied to physical storage.



\$20

Average cost of storing a single paper document according to AIIM



81%

Of healthcare staff believe technology can transform their operational experience.



Modernize Your Healthcare Operations with VPM

Paper-based mailrooms create compliance blind spots and drain resources. VPM offers a secure, compliant digital alternative that reduces risk while improving efficiency and patient care. By digitizing mail as soon as it arrives, healthcare providers gain same-day access to critical information and full audit-ready documentation. Modernizing your mailroom protects against HIPAA violations, streamlines operations, and delivers better outcomes for patients. Start your transition today.