



ePrebill Manager

Paperless Precision for Faster, Smarter Billing

Many firms still rely on paper-based prebilling. As prebills circulate from desk to desk, illegible handwriting creates confusion, critical edits are missed, and the financial impact of adjustments remains unclear. The result is a cycle of delay, duplication, and diminished billing clarity that modern firms can no longer afford.

Orion's ePrebill Manager replaces the inefficiencies of paper with the precision of a secure, fully digital workflow. The ePrebill Manager module offers firms a structured, electronic method to distribute prebills for review, annotation, and approval.

Attorneys access and mark up prebills from their desks or on the move, eliminating the need for printing, scanning, or deciphering handwritten notes. Edits are tracked by user with a full audit trail and increased visibility into the cumulative financial impact of every write-down and adjustment.

Seamlessly integrated with Orion's desktop system and the iOrion mobile platform, ePrebill Manager increases transparency and helps firms realize revenue sooner without the overhead of paper or the lag of manual processes.

Orion's ePrebill Manager Features Include:

- **Secure Digital Prebill Distribution:** Enables structured, electronic routing of prebills for review, annotation, and approval.
- **One-Click Acceptance and Approval:** Apply or reverse changes with a single click, preserving all edits as annotations for complete transparency.
- **User-Based Edit Tracking:** Capture who made each edit and annotation to maintain a complete audit trail.
- **Seamless Integration with Orion Modules:** Connect and sync prebill, receipt, and invoice data with Prebill Manager, Imaging, and Reimbursement Manager modules.
- **iOrion Mobile Access from Anywhere:** Full-featured tablet and mobile access to review and edit prebills remotely, with desktop-level functionality.
- **Cost Validation and Preview:** Alerts notify staff of missing cost validation images and allow for quick preview of vendor invoices and reimbursement requests
- **Real-Time Financial Impact:** See the effect of write-downs and billing adjustments before final invoice approval.



Clear Edits. Smarter Decisions.

A paper prebill rarely reveals the true financial impact of write-downs. Orion's ePrebill Manager exposes the real cost of every change before the invoice goes out.

- Track every edit and see which user made it.
- Preview the effect of write-downs on realization rates.
- Maintain a full audit trail for billing transparency.

Edits are preserved as annotations, and billing managers may apply or reverse them with the click of a button. With enhanced clarity and fewer transcription errors, firms can make smarter financial decisions based on accurate billing data.

Fewer Errors. Fewer Bottlenecks.

Handwritten markups are inefficient and prone to error. Orion eliminates transcription mistakes that slow billing progress by allowing attorneys to make edits directly in the system.

- Eliminate duplicate data entry to save time.
- Reduce revision cycles and errors for increased accuracy.
- Track prebill status to prevent bottlenecks that slow the cycle.

The digital workflows in ePrebill Manager sync with Orion's Prebill Manager at the touch of a button, ensuring all data is reflected accurately for fast, seamless billing team review.

Review Anywhere. Approve Anytime.

With Orion's iOrion mobile app, attorneys can review, annotate, and approve prebills on the go without sacrificing functionality or familiarity. The intuitive interface mirrors the appearance of a traditional prebill to preserve the workflow attorneys already know.

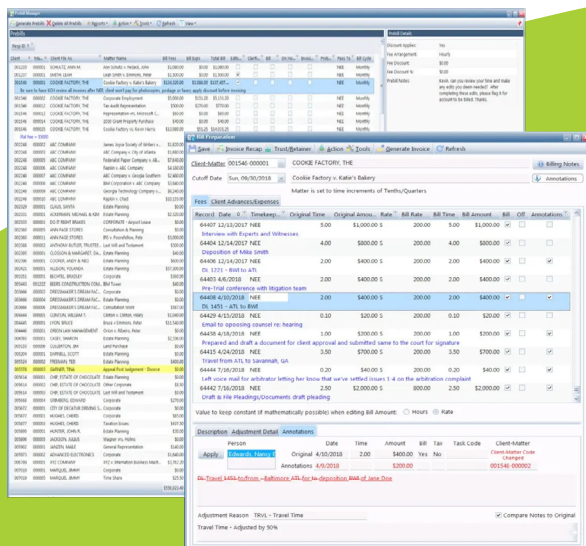
- Familiar format supports quicker adoption and ease of use.
- Full desktop-level functionality enables complete review and markup.
- Real-time collaboration keeps billing moving, wherever attorneys may be.

Whether across the office or across the country, attorneys stay connected to the billing process with no paper required.

Bring Clarity to Cost and Receipts.

When a cost or reimbursement raises eyebrows, attorneys want answers. Orion ePrebill Manager integrates with the Imaging and Reimbursement Manager modules, allowing receipts and A/P invoices to be digitized, previewed, and linked to client invoices instantly.

With reduced storage needs and a digital trail to provide clarity for missing receipts or unusual costs, firms can accelerate the billing cycle.



The screenshot displays the Orion ePrebill Manager interface. It features a multi-paneled view with a list of bill items on the left, a central table of bill details, and a right-hand pane for annotations and adjustments. The table includes columns for item number, description, quantity, unit, original amount, bill rate, bill amount, and various flags. Annotations are visible as small icons next to certain items. The interface is designed for efficient review and editing of legal bills.

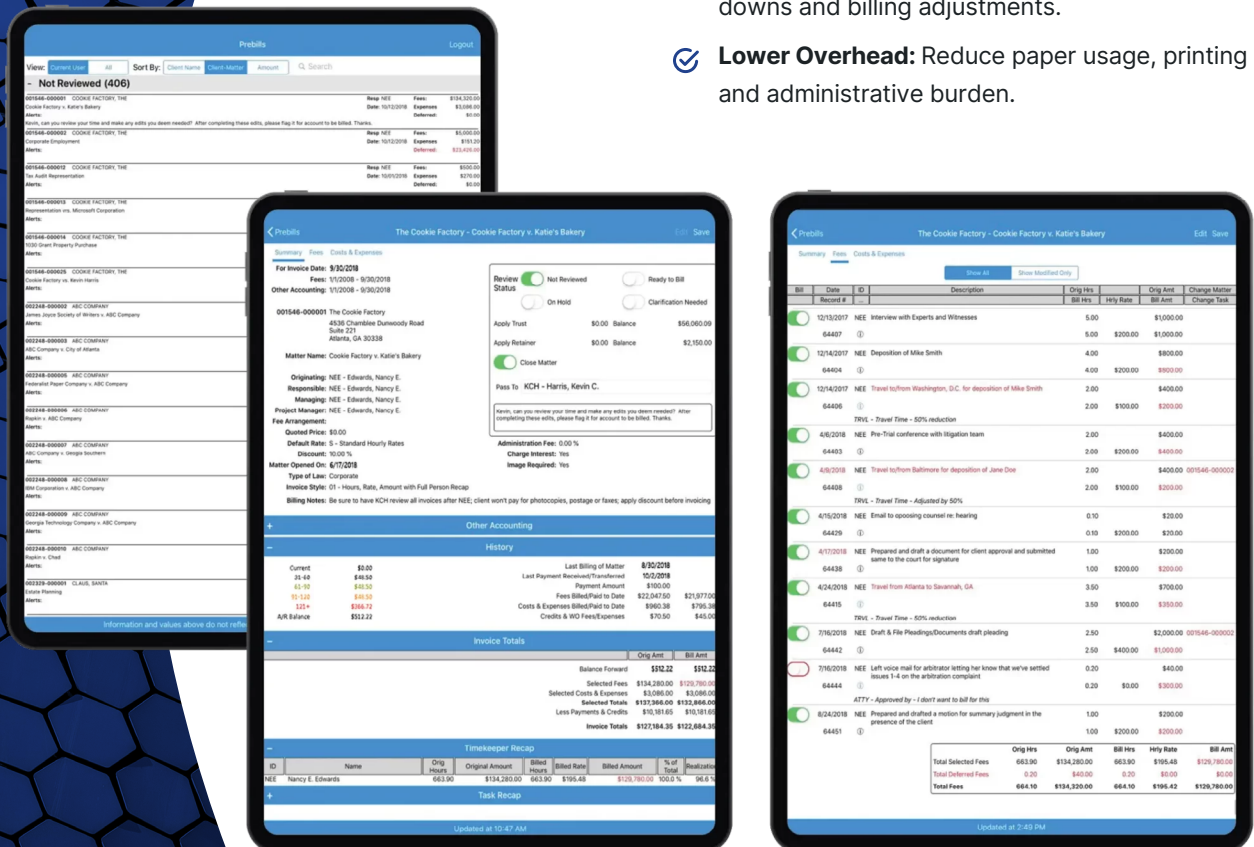
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Our firm recently began using Orion's ePrebill Manager, and we couldn't be happier. Within the first day our attorneys noted the time it saves them, the ease of use, and convenience it provides. We no longer face dealing with illegible handwriting, there is less time spent editing entries and our attorneys are able to see, in real-time, the effect write-downs and billing adjustments have on the final invoice. Orion's ePrebill Manager has helped speed-up our billing process and modernize our operations”

Greg Miskulin
Executive Director
Dowling Aaron Inc.

Experience the Benefits of ePrebill Manager:

- ✓ **Faster Billing:** Digital routing streamlines prebill distribution and review.
- ✓ **Intuitive Design:** Traditional prebill format offers familiarity for an easy transition.
- ✓ **Collaborative Workflow:** Prebills routed electronically for seamless team input.
- ✓ **Clear Status Tracking:** Gain visibility into prebill status and identify bottlenecks.
- ✓ **Fewer Errors:** Online edits eliminate duplicate entry and transcription mistakes.
- ✓ **Improved Cash Flow:** Real-time insight into write-downs and billing adjustments.
- ✓ **Lower Overhead:** Reduce paper usage, printing costs, and administrative burden.



Orion's ePrebill Manager

Simplify the billing process without compromising control. **When paper slows you down, Orion moves you forward.**