



Case Study

Innovation Award-Winning Law Firm Thompson Hine Pioneers Cloud-Based Document Management with DynaFile



Client Name:

Thompson Hine LLP

Industry:

Legal Services

Company Size:

700 personnel

Location:

8 Offices across the U.S.

Integrations:

Rival
(formerly SilkRoad Technology)



DynaFile is the industry-leading electronic employee filing system tailored for human resource departments. With robust cloud document management solutions, businesses can streamline processes through scanning automation, online file storage, cloud collaboration, a compliance toolkit, and automated onboarding integrations. Unique scanning automation tools allow you to take an entire department paperless fast. From there, powerful management features make it easy to organize information, retrieve files instantly, segment access and keep track of required and expiring documents.

Thompson Hine LLP, a full-service business law firm with approximately 400 lawyers in 8 offices, was ranked number 1 in the category “Most innovative North American law firms: New working models” by the Financial Times and was 1 of 7 firms shortlisted for The American Lawyer’s inaugural Legal Services Innovation Award. The firm has been recognized by the National Law Journal as a Legal Technology Trailblazer and featured by Bloomberg for its innovative service delivery models, which drive accuracy and predictability. The firm’s commitment to innovation is embodied in Thompson Hine SmartPaTH™ – a smarter way to work – predictable, efficient and aligned with client goals. For more information, please visit ThompsonHine.com and ThompsonHine.com/SmartPaTH.

Challenge

With 8 offices across the U.S. and over 700 lawyers and staff, the firm was faced with the challenge of having accessibility of personnel files from remote locations and the inability to file documents remotely.

Solution

The firm implemented DynaFile’s cloud-based employee filing solution to address their employee record management challenges. DynaFile’s centralized repository and remote access capabilities enabled the firm to overcome the limitations of paper-based filing and streamline document management processes. In addition, onboarding integrations with Rival, formerly SilkRoad Technology, created digital workflows to save the department time with new hire paperwork.

“When benchmarking salary for a position, we are now able to pull up the incumbent’s resume from home.

In the past, the individual conducting the benchmark would have had to be in the office and look through the paper file to find the person’s resume.”

–Kevin Kendall

Senior Human Resources Manager

Results

DynaFile’s hybrid filing options and multiple ways to add documents of various formats to the system has provided flexibility with employee record keeping. With DynaFile’s enhanced remote accessibility features, HR and other admins can seamlessly access personnel files from anywhere, enabling efficient remote work and collaboration. The firm has streamlined document retrieval with the intuitive search functionality and indexed filing making it easy to find specific documents quickly and efficiently. The integration with their onboarding platform has automated the flow of new hire paperwork directly to DynaFile with the correct document types and descriptions assigned, saving time by reducing manual data entry which has improved onboarding efficiency.

“I have nothing but great things to say about DynaFile.

Our implementation could not have gone any smoother.

The scanning of existing files into the system is arduous, but the site is set-up in a way that allows you

to do anything imaginable.”

–Kevin Kendall

Senior Human Resources Manager

Key Features and Functionalities

- Remote Accessibility
- Easy Document Search
- Multiple Document Filing Methods
- User-Friendly Interface
- Responsive Customer Support