

Orinoco 365 G-Cloud 15

Service Definition

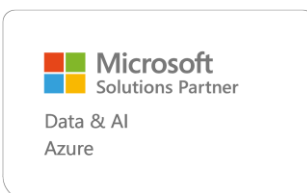
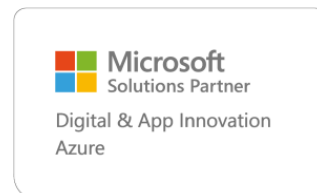
About us

Intelogy is an award-winning Microsoft Cloud solutions UK-based partner providing advice, planning, development, configuration, migration and change management services.

Our expertise spans Microsoft 365, Entra, SharePoint, Copilot, Purview, Intune, Viva, Teams, Power Platform, Fabric, Dynamics 365, and Azure. We also provide several product offerings, including our M365 governance tool: Orinoco 365.

We offer complete project lifecycle services: roadmap consultancy, licensing, transformative implementations including custom development, change management, adoption services and business-as-usual support.

Our credentials



Clinical Policy Document Management solution

1.1. Summary

Our solution will manage SOP, guideline and policy documents within a clinical setting on Microsoft365. The solution manages the

end-to-end document lifecycle, from creation, through authoring, review and approval processes, assignment of metadata and

publication. Ultimately, it provides healthcare staff with a mechanism to retrieve trustworthy information quickly and efficiently.

2.1. Features

- Drafting of documents done via Microsoft Word with coauthoring
- Access to drafting area restricted to specific users
- Approval process predefined and configurable for each organisation
- All documents published as non-editable PDFs and linked supporting files
- All published content searchable via easy-to-use portal
- Administrator app used to manage complex back office processes
- Operates within the boundaries of the shared NHS tenant
- Deployable to other M365 tenants, independent of shared NHS tenant

3.1. Benefits

- All content stored in Microsoft 365 (NHS or your own)
- Single library used to search for all content
- Advanced searching using filters e.g. organ , type, hospital site
- Familiar tools used for drafting and authoring documents
- Auto-conversion into immutable PDF records after approval
- Expiry dates trigger review workflow notifications
- Naming conventions for documents pre-defined, including

- unique ID
- Approval workflows notify pre-defined approvers with tasks
- Support for pre-scoped (e.g. hospital/department) searching
- Built-in versioning audit trail and update history