



Transforming the legal landscape with end-to-end Enterprise Legal Management



Advocator System[®]

Gartner predicted this year that adoption of ELM systems among legal departments is set to rise to 50% by 2020.

LSG's Advocator System[®] ELM (Enterprise Legal Management) is a highly configurable Enterprise Legal Management

technology solution that supports clients in managing their litigation, compliance and risk in a more systematic way. It has configurable features and data analytics that support improved litigation and legal spend management. We cater for Insurers, TPAs, Corporate Legal Departments, Self-Insureds, Loss Adjusters and other suppliers. We help insurers to increase productivity, reduce costs, and achieve better claims outcomes, ultimately driving improvement to expense and loss ratios. We help Corporate Legal Departments to collaborate and share information among internal team members and with outside counsel.

Key Features of Advocator System[®] ELM:

- Case/Matter Assignments
- Budgeting and Case Planning
- Legal Hold Management
- Outlook Integration
- E-Docs
- E-Billing
- Automated Bill Review (ABR) and Compliance Monitoring
- Matter/Claims Payment Feeds
- Security and Database Hosting
- Financial and Management Information Reporting

Key Features of Advocator System® ELM:

Case/Matter Assignments

Case/matter assignment or engagement notices are provided within the Advocator System® ELM legal Case Management desktop. Approved outside counsel and other professional suppliers are assigned cases/matters by the client user who can include as standard or attach key documents (e.g. SLA, policy wording, expert reports etc.).

Budgeting and Case Planning

During the assignment process, the client user may opt to request a Life of Case or Phase Level budget from the service provider, including a staff plan where appropriate. Case plans may also be requested, submitted and updated as the case/matter progresses.

In-house professionals can set thresholds during budget review so that Advocator System® automatically tracks erosion of the budget as invoices are submitted and advises both the In-House Professional and the supplier if these thresholds are breached, triggering a strategy review.

This proactive approach to case and cost management helps both parties to manage their budgeting and spend whilst also providing senior management with a high-level view of their estimated exposure for financial planning.

Legal Hold Management

This feature provides the ability to set and send to firms, legal hold requirements for a Matter with a hold notice date and the sending of reminders to firms and other specified recipients at required intervals.

The hold lift notice date can be set and recipients will be advised automatically by the system on the date provided.

Outlook Integration

Advocator System® ELM is integrated with Microsoft Outlook Calendar to provide a single interface that enables simple management of appointments, diary entries and reminders.

E-Docs

Advocator System® ELM provides a robust and fully searchable electronic document management repository. Documents may be uploaded to the E-Docs Desktop from any available source and viewed at any time by authorized users, enabling compliance with E-Discovery and other internal audit requirements and obligations.

E-Billing







Advocator System® ELM uses the LEDES (Legal Electronic Data Exchange Standard) global E-Billing formats to ensure ease of integration with the supplier/service provider's current billing or practice management systems.

E-Bills are submitted online, directly into the Advocator System® ELM E-Billing Desktop application, where they are checked automatically for data completeness and correctness. Appropriate UTBMS Codes are also utilized within the E-Billing process, enabling significant analysis to produce data analytics/visualizations.

Suppliers without the ability to upload a LEDES formatted invoice can use the Advocator System® ELM Bilr, LSG's time recording and manual invoice input/submission application enabling the 'capture' of all costs on a single platform.

Automated Bill Review (ABR) and Compliance Monitoring

The ABR functionality streamlines the compliance monitoring process by performing various automated validation checks on the submitted invoices, including:

-  Timekeeper/fee earner rates
-  Expense/disbursement costs including travel and photocopying
-  Mathematical checks
-  Duplicate invoice or line entry
-  All pertinent client case/matter data elements
-  Compliance with budgets (if any)

LSG also provides an optional 'manual' review of the invoice by a team of qualified experts unique to the E-Billing supplier market to validate the remaining billing guidelines contained within the client's service level agreement.

After LSG's review and when potential reductions have been made, external counsel/suppliers may appeal them with clarifications and, if deemed valid, the invoice is 'passed' to the client's in-house approver for their 'qualitative' review and approval, if required.

Ultimately, the burden of invoice review is taken off the in-house professional's desk, saving them time to focus on higher value work.

Matter/Claims Payment Feeds

LSG will work with your IT/systems administration staff in order to build a secure, data-file feed that will remove or cut down on any manual case/matter creation effort in the Advocator System® ELM process.

Likewise, a back-end payment feed protocol can be implemented, in order that the approved/authorized invoices in the Advocator System® ELM may be directly input to your corporate accounts payable systems.

Security and Database Hosting

The hosting environment for the Advocator System® ELM meets or exceeds corporate IT security standards and includes software encryption, industrial-strength firewalls, back-up, redundancy, fail-over, malware protection, interruption, data encryption and security and personal information protection.

Financial and Management Information Reporting

LSG provides ELM Data Analytics which can 'slice and dice' and present data in graphs, tables, pdf and Excel formats.

Data Analytics is a powerful reporting tool that generates both 'high level' and granular data visualizations and reports. These include, for example, matter/case specific budget vs. actual, fees and expenses, Guideline Non-Compliance, business unit reports, internal executive reports, Top 10, 25, 100 matters by spend and similar external counsel/supplier reports.

Another feature of Data Analytics is the ability to produce and send selected reports to selected employees at regular pre-set intervals, prompting better management and proactive action. Scorecards are particularly useful to record and report on the performance of external expert suppliers.

Accurate reporting and performance management are key drivers for the adoption of the Advocator System® ELM.





A LEGALTECH COMPANY

USA/New York: Corporate HQ

80 Broad Street, New York, NY. 10004

Phone. 1-212-269-4520,

Fax. 1-212-837-7792