



MHR

# “iTrent Document Manager is brilliant.”

Implementation delivers significant cost savings for charity.



**Customer:**  
Young Epilepsy



**Number of employees:**  
650 (550 permanent)



**Sector:**  
Not-for-profit



**Solution supplied:**  
iTrent document manager, HR, payroll, learning and development, web recruitment and onboarding.

## About Young Epilepsy

Originally founded in 1897, Young Epilepsy is a leader in research into the condition in the UK. They now support over 100,000 children and young people with epilepsy.

They provide a wide range of services including training courses for health and social care professionals and educators. They have a helpline service, promote good practice inschools and offer a range of information resources.

Young Epilepsy is based in Surrey and London and has been an MHR customer since 2014.

## What they were looking for

Young Epilepsy had thousands of historical paper records stored across several sites. They needed to be digitised and stored securely. Secure document storage was key.

Ready accessibility was a major issue; one that needed addressing as a priority. The organisation wanted a system that would automatically manage their data retention and deletion policy.

As with other charities, finding ways to save money is an ever-present challenge. Any new system would have to deliver on that.





“iTrent is the best payroll HR system I’ve ever used.”

**Tracey Deadman**  
Payroll Officer  
Young Epilepsy

## Results and benefits

The back-scanning and storage of around 5000 documents went seamlessly, enabling ready access to valuable historical records. Time savings have been significant – ease of access to contracts means queries are resolved efficiently. Documents are held more securely, with access controls ensuring only the right people see information. “Managers can be the manager they need to be because they’ve now got real time information at hand. And it’s so much easier having all information in one place.” – Tracey Deadman

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## Challenge

Young Epilepsy wanted a solution that would:

- Scan, collate and store around 5000 historical HR files gathered from several locations
- Hold documentation securely – with it being readily accessible. (They sometimes get access requests from the police or other authorities)
- Help deliver their core strategies – one being to become a more digital, automated organisation. Implementing iTrent Document Manager would support this

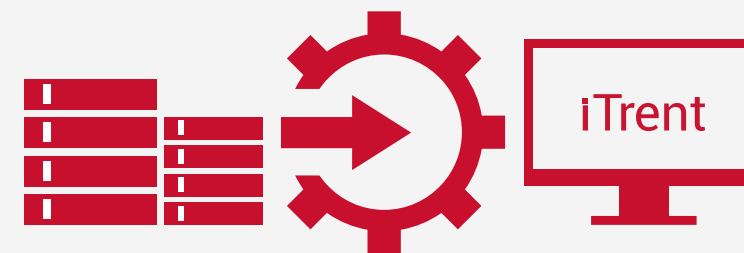
## Solution

The prospect of an easy, seamless integration of Document Manager into iTrent meant Young Epilepsy chose not to consider other providers.

Utilising iTrent Document Manager saved significant amounts of time for the small team at Young Epilepsy through ready access to thousands of documents.

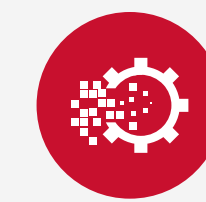
Secure storage of documents – considering the sensitive nature of many of them – was another important ‘must’ for the charity.

Fast and responsive communication between Young Epilepsy, Document Logistix and MHR smoothed the implementation process.



### Easy, fast and simple integration

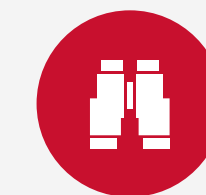
“The whole payroll HR integration is just so simple. Integrations in all areas work really well... It was just no trouble, no issues whatsoever. Managers can be the manager they need to be because they’ve now got real time information at hand.” – Tracey Deadman on iTrent Document Manager



Digital transformation strategy strengthened significantly.



Self-service function facilitates more efficient management processes.



iTrent Document Manager will support future potential changes to organisation structure.