

Immigration Case Management

Due Diligence Questions

Choosing the right immigration case management service for your organization can be a daunting task.

To help improve the long-term success of your immigration practice, take note of the following key factors.



Data Collection

Practitioners often collect a wide variety of information, including:



Biographical Data



Address



Work History



Immigration Status

A well-designed immigration case management system can help make it easier for your foreign nationals, or your employer-clients, to login to the system and enter data.

Collected data may be used to help initiate and process cases, and even populate onto the immigration forms.

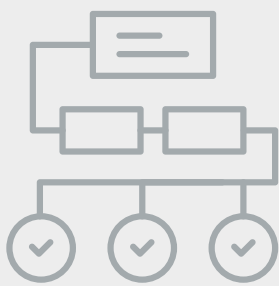
Not only does this help reduce data entry time, but may increase accuracy and enable foreign nationals to complete intake questionnaires when it's most convenient for them.

Workflows and Standardization

Most immigration cases consist of a series of defined steps and tasks, which should be performed in a sequential and efficient manner.

Immigration Case Management has been a leading immigration service that can help synthesize these various steps into predefined, customizable workflows that are tailored to the specific case at hand.

Workflows help promote standardization and accountability by letting your organization know which tasks require attention.



Client Communication

Clients often expect immediate responses and status updates with respect to their pending immigration matters.

A leading case management system can help facilitate your overall communication plans.

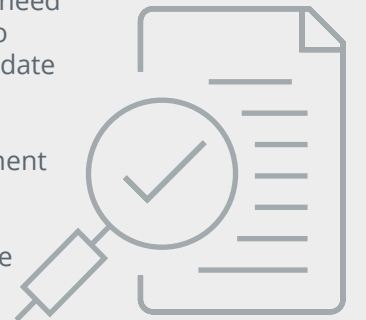
Look for a system that enable you to share timely case updates that may impact the immigration plan of your clients.



Accuracy and Reliability

Immigration petitions and applications need a high-level of accuracy and attention to detail. It's also important to keep up-to-date with the latest revisions.

Look for an immigration case management solution that examines new form requirements and provides tools and communications to help you meet those requirements.



Reporting and Oversight

It's important to stay on top of pending cases while monitoring the various deadlines that impact a client.

An exceptional immigration case management solution can automate this entire process through detailed reports and dashboards that notify you well in advance of upcoming expirations and important milestones.

Experts recommend systems that allow you to design your own reports, search filter settings, and control access to the information.



Decreased Costs and Increased Return on Investment

It's important to consider the costs of your current process. For instance, the cost of workflow inefficiencies, reduced new case throughput, and intangible costs like reputation and client satisfaction.

When evaluating a new system, immigration practitioners should be able to calculate time saved per case and potential ROI achieved through optimized staff productivity and case management software performance capabilities.

Use of a leading immigration case management solution can help produce tangible results such as an increase in cases processed.

