

**FOR IMMEDIATE RELEASE**

## **INOUTSOURCE EXPANDS CLIENT INTAKE AND WORKFLOW SERVICES**

*Reducing risk associated with accepting new clients and streamlining conflicts due diligence processes.*

**Thorofare, NJ – April 28, 2010** –InOutsource, a leading provider of client intake, records and information management consulting to law firms, announced today an expansion of their Client Intake and Workflow services to the legal industry.

This service offering puts law firms working with InOutsource in a favorable position to accept engagements that are aligned with their overall business and risk management goals. InOutsource's risk management service offering includes:

- Auditing of current processes, people and technology for vetting potential new clients and performing conflicts due diligence
- Performing a diagnostic assessment of the data integrity of a firm's conflicts and intake system
- Training firm attorneys and staff on best practices for evaluating potential new engagements
- Training intake staff to perform a more comprehensive investigation of potential clients, including strategies for data input, search and reporting of information
- Designing an intake and conflicts workflow that is efficient and complies with firm practice areas, geographical jurisdictions and applicable legal and ethical guidelines
- In-depth understanding of evolving legal requirements such as Anti-Money Laundering (AML) that firms must adhere to when practicing internationally

"With evolving legal statutes and more stringent outside counsel guidelines, law firms need to be confident that their client intake process ensures that potential new representations are aligned with their firm's risk management and business goals," said Nancy Beauchemin, President of InOutsource. "We are the only vendor-neutral organization that has the capability to audit the complete intake process and provide guidance to our law firm clients on best practices for performing this function. We have developed an internal database that tracks changes in ethics rules, data privacy laws and other regulatory requirements that should be considered when evaluating a new engagement."

### **About InOutsource**

InOutsource experts provide client intake and records management consulting services to help law firms and corporate legal departments ensure valuable client information is properly managed and protected to mitigate risk and preserve client confidentiality. InOutsource is the renowned leader in the legal community for their in-depth knowledge of the issues law firms face with managing client information. Through the company's Merger Readiness Consulting Services, the company helps firms establish the framework necessary to perform conflicts due diligence and address issues in a systematic way, as they arise during the process of merging, acquiring other firms, or hiring lateral attorneys. Most of InOutsource's clients are among the top 200 law firms in the United States.

For more information about InOutsource, visit [www.inoutsource.com](http://www.inoutsource.com) or [www.mergerreadiness.com](http://www.mergerreadiness.com).

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