

LEGAL AID - CRIMINAL

Partner for Windows comes fully compliant with Legal Aid as standard for any type of contract

Practices that have any type of legal aid contract will understand the need to have software that is fully compliant and up-to-date with the LSC regulations. It also needs to take care of the complex administrative processes and be easy to use for all staff. With Partner for Windows Legal Aid, firms can capture every minute that can be claimed, at the current rate for the case whilst increasing profitability with simplified business processes.

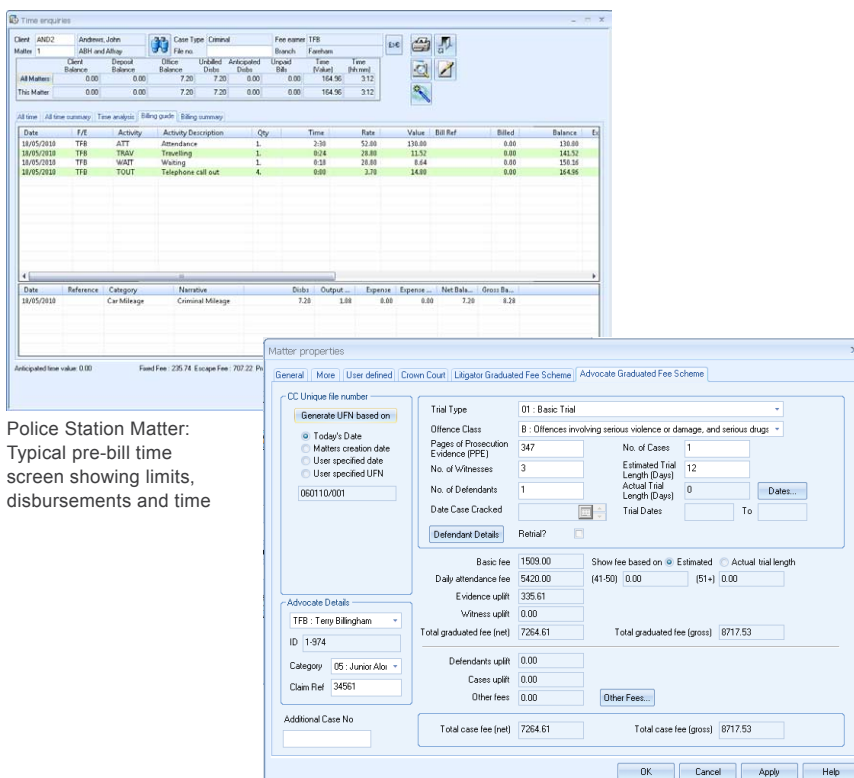
With the new LSC civil contracts and further changes pending, electronic time recording and billing is becoming a necessity for all types of work, even for fixed fee matters. Partner for Windows makes it easy to note any disbursement liabilities, whether invoiced or not, and promotes good risk management in your business processes ensuring such costs aren't overlooked when making claims. As a result, you can reduce the administration on legally-aided matters and boost the profitability of your firm.

When time recording on any matter, Partner for Windows checks the matter properties to ascertain the funding and charge types, advising of limits and exceptions and ensures the correct rate and fees are applied. The matter properties screen shows the Funding Type, The Charge Type, and the Region, and the CDS/Crown Court/LGFS/AGFS tabs can all be set at the appropriate stage/trial type etc. These are easy to set correctly at the time of opening the case and to amend during the life of the matter. This can be done both manually and/or automatically with the use of Partner for Windows Case Manager.

ABOUT PARTNER FOR WINDOWS

Partner for Windows is a comprehensive practice and case management system including accounting, case and document management, time recording and billing which together form a complete system to meet the back and front office requirements of a modern legal practice.

The extensive functionality of Partner for Windows can further be enhanced using a range of specialist third party solutions designed to address key business issues for the legal profession. Each of these solutions is seamlessly integrated into Partner for Windows to ensure that the single practice and case management database remains at the core of the system.



Police Station Matter: Typical pre-bill time screen showing limits, disbursements and time

Crown Court: AGFS matter properties showing various claim items

CONTACT

Sales: 01489 609010

Email: tfb@tikitt.com

Web: www.tikittfb.com

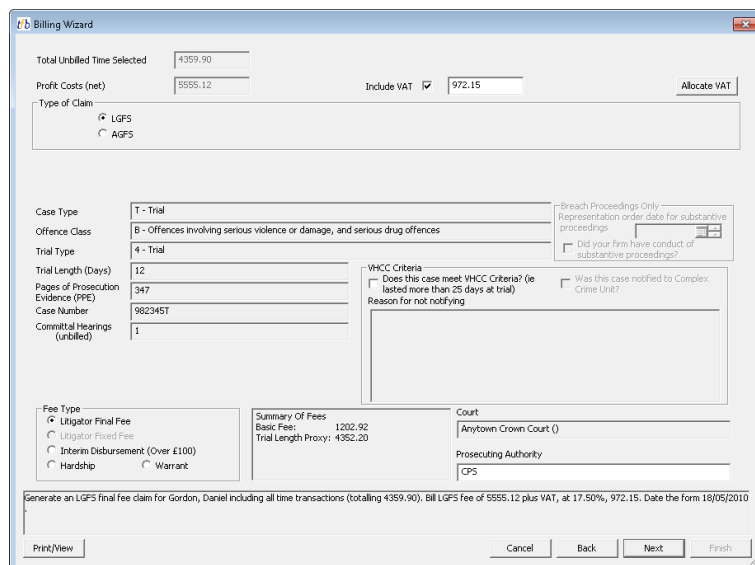
Postal Address:

1590 Parkway
Solent Business Park
Fareham
Hampshire
PO15 7AG

A PARTNER FOR WINDOWS FACT SHEET

Partner for Windows Legal Aid is an efficient and comprehensive IT system (which is kept up-to-date as part of your ongoing maintenance) and makes it easy to:

- **Set up any criminal legal aid matter** with all the variations on the required data for each case type from basic CDS matters right through to VHCC/CCU cases
- **Time record** – manual, ‘silent’ or automatic
- **Account for disbursements and expenses**
- **Easily create all claims** from fixed fee and consolidated monthly claims to all types of CDS and Crown Court Claims
- **Automatically apportion costs** appropriately for all work but manual adjustments can be made, if required
- Can go backwards and forwards between claim types, e.g. for bail backs
- Run a **bulk upload**, as well as a bulk reconciliation programme, to allow for easy uploading of monthly claims and reconciliation of accounts
- Run a **comprehensive list of reports** (and provides for easy creation of your own reports) which can be stored, printed, emailed or the data sent to another application



Easy to run LGFS Claiming Process

OTHER SOLUTIONS THAT ARE COMPATIBLE WITH LSC REQUIREMENTS IN PARTNER FOR WINDOWS ARE:

- Accounting Partner** for legal accounts and desktop environment
- Case Manager** for case and document management
- PartnerMail** for email management
- pdfDocs** for management and security of PDF documents
- Postroom Partner** for document scanning and allocation
- SMS Text Messaging** for quick and discrete client communication

ABOUT TIKITTFB

With more than 30 years of dedication to the legal profession, TikitTFB supports over 600 legal practices throughout the UK with managing risk, ensuring compliance and enhancing profitability using our award-winning Partner for Windows Practice and Case Management system.

Partner for Windows uses industry standard Microsoft technology, enabling the software to be smoothly integrated into existing infrastructures. Catering for firms of all shapes and sizes, Partner for Windows provides a flexible and comprehensive solution which can be readily tailored to meet the needs of practices now and in the future.

Part of the Tikit Group, provider of IT services and software to 90% of the UK's top 100 law firms, TikitTFB is well positioned to make magic circle technology accessible and affordable to large regional and high street firms.

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