

**PROLAW CASE STUDY**  
VALENTINE  
LAW GROUP APC

INCREASING SPEED, EFFICIENCY, AND ACCURACY WITH PROLAW

# VALENTINE LAW GROUP APC

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## FAST AND EFFICIENT FROM THE VERY BEGINNING

The attorneys of Valentine Law Group APC have extensive litigation and trial experience, having obtained significant awards for their clients both at the negotiating table and throughout California's courtrooms. Since it opened in March 2012, the firm has been a client of ProLaw®, the leading One Office™ practice and financial management solution from Thomson Reuters Elite built entirely on Microsoft™.NET®.

Because Valentine Law Group represents the victims of negligence, neglect, and abuse throughout southern and central California, it is responsible for storing thousands of client medical records among other critical documents. In addition, it is a contingency-based law firm where success is measured by results rather than hours worked.

In order to optimize efficiency and create an ultra-organized document management system, Associate Lawyer Jennifer Turner says it was imperative to have ProLaw up and running when they first established Valentine Law Group.

Turner selected the ProLaw database to organize every single case file, so her team can easily retrieve the documents they need without having to hunt in multiple locations. "Being able to find the exact item we need without any extra time consumed is critical to the success of our firm. Ultimately, ProLaw is incredibly useful in helping our firm be more productive at the end of each day."

She continues, "Having been challenged in the past by the inability to locate files at a moment's notice, it thrills me to say that there hasn't been a single occurrence of not being able to quickly retrieve a document within ProLaw."

ProLaw's ability to maintain and organize data has not only put Turner and her team's minds at ease, but also those of their clients. She explains, "ProLaw instills a sense of security among our clients in knowing that we are on top of all critical data. It provides that extra element of showing them how much we care."

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Jennifer Turner  
Associate Lawyer

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"During our evaluation, there was a clear consensus that ProLaw was the best, and that has continued to be proven true," states Turner. "ProLaw's association with the reputable Thomson Reuters Elite was another favorable factor that, combined with its enhanced functionality, helped solidify our decision."

ProLaw's comprehensive features simplify, streamline, and coordinate the work of attorneys and staff in small and mid-sized law firms, corporate legal departments, and government agencies. Built entirely on Microsoft .NET, ProLaw combines case and matter management as well as time entry, billing, and accounting capabilities within a single integrated practice and financial management solution. ProLaw Mobile provides remote access to ProLaw data from an iPad®.

## AN INTEGRATED AND ORGANIZED PRACTICE

### Accurately Abiding Court Rules

It was important to Turner and her team to implement a solution that can efficiently manage all deadlines, reminders, and appointments pertaining to each client, with minimal involvement at the user level. They decided to use ProLaw to subscribe to court rules and calculate deadlines with "100% accuracy." Although the firm manually calculates calendaring rules at the first level, "it is really soothing to have ProLaw as our double check system," Turner explains. "The security of knowing that all rules are always followed is invaluable."

## VALENTINE LAW GROUP APC

Focusing its practice in the areas of elder and dependent adult abuse and neglect, serious personal injury, and medical malpractice, the attorneys of the Valentine Law Group represent the victims of negligence, neglect, and abuse throughout southern and central California.

## BUSINESS CHALLENGES

At its inception, the firm needed a reliable solution capable of efficiently managing and quickly retrieving all critical documents.

## WHY PROLAW?

Built from the ground up on a single database, ProLaw® combines case and matter management as well as time entry, billing, and accounting capabilities within a single integrated solution.

## BENEFITS

- Customized event classes increase speed of document retrieval
- Court rules calculated with complete accuracy
- Speed and reliability of saving documents with Microsoft™ Outlook® integration
- Quick and easy implementation and training

Turner and her team also use ProLaw as a “pseudo research tool” when they want to understand the reasoning behind why a certain deadline fell where it did. “Entering a trial date in ProLaw can trigger as many as 40 different deadlines, with various sub-deadlines. ProLaw’s court rules provide information so we understand the intention behind each deadline, which is helpful,” Turner states.

**Outlook Integration Like No Other**

As opposed to other solutions Turner and her team evaluated, ProLaw had a competitive edge with its Outlook integration. She considers ProLaw’s email management to be superior and more comprehensive than any other option available. Because 95% of the firm’s communication is via email, the ability to Pro File correspondence with a simple drag and drop motion is “a great advantage that I don’t believe any competitors have the ability to do,” says Turner.

Pro Filing documents electronically is a huge benefit to help the firm maintain a paperless office and eliminate the need to manually print, scan, and save each document.

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Jennifer Turner

**Optimal Organization with Event Classes**

From the beginning, Turner knew she wanted to use ProLaw to make customizations specific to the practice. With the solution at their previous firm, she and her team were constantly challenged in locating documents that were organized into only a couple of different event classes within the document management system. With ProLaw, they have been able to design their own event classes to optimally store and retrieve documents in ProLaw.

“With ProLaw, we have been able to transform how documents are organized and create new methods of organization, such as child events, without any major downtime or huge expenditures of labor,” Turner explains. With a simple drag-and-drop motion, Turner and her team can now add new event classes to store and organize files.

“ProLaw’s document management is easy to adapt because as new event classes are made, we can simply filter through existing documents and drag those we want to store into each new event class,” describes Turner. “We can even

bookmark, highlight, and make other changes to existing documents. For example, any staff member can annotate notes within medical records once it has been filed, which cuts down time that would’ve been spent passing memos back and forth,” she adds.

*“Although we have only cracked the surface of what ProLaw can do to benefit our firm, so far our team has only had great things to say about the solution. We definitely have no buyer’s remorse about our decision to implement ProLaw!”*

Jennifer Turner

**A SUCCESSFUL PAST, PRESENT, AND FUTURE WITH PROLAW**

Valentine Law Group had a narrow window of opportunity to get ProLaw implemented before they could officially open their doors for business, and the ProLaw Implementation Team made sure that the firm wouldn’t be delayed. Turner explains, “The ProLaw Team was very sensitive to our timeline, and they went out of their way to make sure we would be ready to go live on schedule.”

Once live, the firm’s staff received basic training for ProLaw through webinars from the Thomson Reuters Elite Knowledge Base. After spending just a few hours familiarizing themselves with the many features of ProLaw, they were ready to put the solution to use. “The great thing about the training webinars is that they are broken down into different lessons, which everyone was able to take at their own pace,” Turner says.

Because they only had a short amount of time to explore ProLaw’s functionality prior to implementation, Turner and her team look forward to taking more classes from the Thomson Reuters Elite Knowledge Base to better understand how additional features such as the Practice Libraries and ProLaw Mobile can improve efficiency at the firm.

“Although we have only cracked the surface of what ProLaw can do to benefit our firm, so far our team has only had great things to say about the solution,” states Turner. “We definitely have no buyer’s remorse about our decision to implement ProLaw!” she says.

For more information about ProLaw, please call **(800) 977-6529** or visit **www.prolaw.com**.