



# Jump In: How to Identify Pain Points, Stay Compliant, and Thrive with Legal Tech

The world of legal tech can be overwhelming, but don't let yourself go under! The key is to be open to new things, start small, and start asking questions. Does your staff spend too much time on non-billable intake phone calls? Does your document storage system comply with your state's HIPAA regulations? Is one of your goals to have a completely remote office? Legal tech has a solution for all of this, and so much more. Below are some quick tips from my CLE, *Jump In: How to Identify Pain Points, Stay Compliant, and Thrive with Legal Tech*.

## 1 Identify pain points and make goals for your office

- What takes up the most non-billable time for you?
- For your staff?
- What frustrates you and/or your staff the most?
- What would you like your firm to accomplish in the coming year?

## 2 Familiarize yourself with the popular types of legal tech

- Virtual Receptionists
- Document Management
- Online Payments
- Practice Management
- Communications
- Billing

## 3 Be aware of possible compliance and security issues

- IOLTA
- HIPAA
- PCI
- Encryption

## 4 Make a good impression with your client using tech

- Understand the competition
- Instill confidence
- Support a positive client experience

### Questions or comments? Contact:

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