DATA QUALITY PRO LLC · NORTHERN VIRGINIA

Document Processing for Law Firms

Turn boxes of records and stacks of scans into organized, searchable, checked files, with you choosing exactly where your documents are processed.

What we do

Records intake

Medical records, discovery productions and client files → indexed, Bates-aware, summarized, with a dated chronology.

Scan-to-data

Bills, statements and forms → clean spreadsheets with every field checked, and anything uncertain flagged for review.

Linked form packets

Intake and engagement packets where staff type once and every form fills itself. Your wording stays exactly as written.

Proven accuracy

99.95%
of fields read correctly on 120 deliberately damaged pages

99.5%
even on fax-quality scans

1,599
pages delivered in one project with zero defects

Why firms trust it

- **Two service levels:** *Standard*, processed on our own secure hardware, where nothing leaves our office. *Rush* (rush pricing) adds a secure, enterprise-grade AI service whose business terms don't use your data to train AI models. Chosen in writing per matter.
- **Confidentiality first:** NDA signed before any file is shared; files returned or deleted at the end
- **Checked, not guessed:** two independent reads on key fields; a person reviews anything uncertain
- **Audit trail:** every output traces back to its source page

How it works

1. Short written scope: what you have, what you need back

2. Secure upload of your files

3. Processing: Standard, or Rush when deadlines are tight

4. Delivery with an accuracy report and a list of anything flagged

5. You review; we fix anything you mark

Start with a fixed-price pilot. Send 100 pages of a real matter. You get the finished output plus an accuracy report, quoted up front, so you can judge the results before committing to more.

Data Quality Pro LLC provides document processing and data services, not legal advice; attorneys review all work product. Accuracy figures for Standard processing come from an internal benchmark on fictional documents and from delivered project records; client names are never disclosed.

Kenneth Peng, Founder · 14+ years in QA and data validation

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