

CONNotations

P.O. Box 39, Rockfall, CT 06481-0039

The Newsletter of the Connecticut Health Information Management Association, Inc.

PRESIDENT'S MESSAGE

November 22, 2006

Happy Holidays to all!

It is my pleasure to deliver another jam packed message to our membership and colleagues of our Association. As many of you know, the Inclusive Membership Proposal passed, albeit narrowly, at the AHIMA House of Delegates annual meeting held in Denver in October. Recognizing the need to bridge the informational and conceptual gap, our President, Jill Callahan-Dennis has called together a Bipartisan Task Force to address the adoption of the proposal. A member from our CSA is on the Task Force who will assist us to update our bylaws and communicate to our members.

The adoption of Inclusive Membership is meant to give associate members increased exposure to credentialed members and to reinforce, the value of HIM expertise, strength of our influence, resources and materials. The AHIMA Board of Directors, and many of us who voted in support of the proposal, believe that we as an organization must find ways to bring professionals from other disciplines into HIM. At the same time, we also want to reinforce that the adoption of this proposal does not devalue the HIM credential, which is a mark of the expertise and commitment to continuing education and the credential's value in the industry and to our employers. More information will be forthcoming in future AHIMA communications regarding Inclusive Membership and the adoption of the proposal during the course of this year. We heard from many of you prior to our attending the meeting in October. While most of you were in favor (those we heard from), all of you also mentioned education as a priority item (more on this below). As always, I encourage our members to use the Connecticut COP to post questions, or threads on this issue, as well as feel free to email myself, Donna or Marty via our website at www.cthima.org.

Toward collaboration, I have been asked to speak at two upcoming events. The Information Systems Security Association is holding a CT Presidents Summit on December 19th. We have been invited to speak about our association and give an overview of our mission, and educational focus. Donna Walker-Thomas will join me at this meeting. Here is a perfect opportunity to showcase our profession and offer reciprocal meeting attendance! During mid may, right before the 6 state meeting, I am also an invited speaker at the Healthcare Finance Management Association regional meeting. My discussion will encompass revenue cycle management and the value of HIM participation and leadership. Donna has also attended the regional Coding Professional Society meeting to bridge the gap in communication and offer joint educational sessions. I continue to attend the regional RHIO meetings, and I know a few of you are also representing AHIMA on several of the task forces. There is an upcoming summit on November 30th, after which we will provide updated information to you. Also, within this newsletter, is a wonderful write-up from member Cindy Zak on the process and value of obtaining certification in Project Management, and involvement with the association.

While we work towards the adoption of inclusive membership, our CSA, in partnership with our sister 5 states, continue to address educational needs of our members and associates. These efforts include expanding seminars and educational offerings, speaker representation at

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conferences, and expanding our meeting calendar. We have also recognized, and a big hand to the Education Task force from Massachusetts who supplied valuable statistical information, that our accredited programs are shrinking. In fact many of us in a leadership role today, attended colleges and programs that are no longer in existence. We also recognized a valuable resource within our own state, Briarwood College. This successful 2 year program has a rich history of continuously graduating students in Health Information Management, and a 100% pass rate for the RHIT examination as well as 100% employment placement. As one of our environmental scanning initiatives this year, expanding education both through existing members and attracting new HIM professionals was a priority.

I am very pleased to report, through Phyllis Hilt's leadership; we delivered a well received presentation to Briarwood Administration Monday evening. I thank Marty Cohen, and Mark Laudenberg who joined me to support the presentation. To that end, Phyllis was supported with an affirmation to begin the process of adding a 4 year Health Information Management and Health Informatics program to the Briarwood curriculum. The results of the planning and presentation for approval by required regulatory authorities as well as Briarwood administration, is on a fast track for tentative roll out in time for the 6 state meeting in May. It was a proud moment to hear from the administrators the value they see in our credential and the commitment they are making to succeed with the 4 year proposal. The two year program will continue as well as the one year coding certificate program.

This is an exciting time to be a member of CT AHIMA. By recognizing the educational needs of our members, and the need to address the gap of trained HIM professionals, it is only a small step toward ensuring our growth and expanding our presence. If you recall the published US department of Labor's Bureau of Labor Statistics, it projected a 49 percent growth in the number of HIM jobs between 2000 and 2010. This data, published in 2001, did not take into account the tremendous work force ramp-up we now expect during the next several years as we embrace e-HIM, revenue cycle management, compliance and the evolving healthcare environment.

I invite you to attend the next coding roundtable in December and also circulate the brochure to your colleagues who have an interest in revenue cycle issues. Our award winning roundtable taskforce has put together another great program, addressing current educational needs of our region.

On January 26th, we are planning another day long summit exploring issues of documentation improvement, core measure monitoring and revenue cycle management. With the expansion of the OIG work plan from 89 items to over 200 for this year compliance and revenue cycle issues will stay on our docket for months to come. Details of the January event will be forthcoming in the next few weeks. Please mark your calendars!

Again, much of what we do cannot happen without you, dear members. We welcome volunteers to our planning meetings and always need assistance at our educational sessions. If you are also a member of another professional association, consider inviting one of the board members to come to our meeting and do a presentation and we would be happy to do the same at another association's meeting.

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So, I sign off for now, a lot to report and a lot more to come. For those I will see at the Holiday Party , another great event and fun for all, for those I will not see , have a wonderful Thanksgiving, and a safe and fabulous Holiday Season to you and your loved ones.

All the Best,

Karen J. Lawler, MPS, RHIA
President, CT HIMA
klawler@cthima.org

COMMITTEE AND VOLUNTEER OPPORTUNITIES

With the goal of communication in mind, our board is committed to engaging our members. We have an active volunteer group, who are spearheading various committees. I urge you to review the committees and their charge, for potential volunteering to assist their efforts. They are:

Legal - led by Jan Dombek (jdombek@srhs.org). The Legal Committee will update our Release of Information Manual, continue planning education on HIPAA, review bylaws and work with the Advocacy Committee on our own CT Hill Day.

Advocacy – co-chaired by Karen Lawler (klawler@cthima.org) and Donna Walker- Thomas (dwalker-thomas@cthima.org) The Advocacy Committee concentration is on member support, PHR training, Hill day, and collaboration with other associations.

Education - led by Phyllis Hilt (philt@cthima.org). The Education Committee will develop marketing tools for employers, explore virtual training, develop scholarships, and review expansion of accredited HIM programs in conjunction with Massachusetts.

Ways and Means - led by Deb Lobb (dlobb@cthima.org). The Ways and Means Committee is responsible for maintaining our website, obtaining corporate sponsors, planning fundraisers, and assisting with developing our marketing packages.

Coding Roundtable - led by Marty Cohen (mcohen@cthima.org). The Coding Roundtable will develop programs dedicated to APR DRGs, ICD-10, revenue cycle management, and collaboration with other professional societies dedicated to the coding and bill preparation function.

Again, if you would like to volunteer, please do not hesitate to contact the leaders of the committees directly. Also if you know of a speaker who would be interested in presenting on our key topics of interest, please feel free to contact me directly with this information.

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EXCITING NEWS

Two awards were presented to our CSA Coding Roundtable Committee at the Clinical Coding Community Meeting on Saturday October 7, 2006 in Denver at the AHIMA Convention.

AHIMA CSA Recognition for Coding Leadership

Second place: Connecticut Coding Roundtable Committee, Martin Cohen, RHIT, Chairman

AHIMA Coding Roundtable Coordinator Recognition for Excellence

Honorable mention: Martin Cohen, RHIT



SAVE THE DATES!

January 26, 2007

CTHIMA Business and Education Meeting

Topic – Revenue Cycle Management and Documentation Improvement

Details will be posted soon

Wednesday, March 21, 2007

Hill Day

Details are posted on the State Leaders and HOD CoP

<http://www.ahima.org/>

Thursday, March 22, 2007

Winter Team Talks

Arlington, VA

Details are posted on the State Leaders and HOD CoP

(Other dates and locations as well as a virtual session are also posted)

<http://www.ahima.org/>

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March, 2007

Coding Roundtable

Details TBA

April (Date TBA)

CTHIMA Business and Education Meeting

Tentative Topic – Compliance

May 21 and 22, 2007

Annual Six State Conference

Portland, ME

Many Educational and Networking Opportunities

Please give us your input as we plan the program agenda

pdeotte@cthima.org

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EMPLOYMENT OPPORTUNITIES

The following positions are available at UCONN Health Center

Coding Trainer

At UCHC, this class is accountable for developing and presenting training programs for physicians and other personnel on coding practices and conventions (classification of medical data using the diagnostic and CPT procedural coding systems in compliance with the Federal, State and insurance agencies) and performing audits of the system.

EXAMPLES OF DUTIES:

Conducts quality-training programs for physicians, coding specialists and other UCHC personnel to support the appropriate coding, documentation and billing process ensuring compliance with all regulatory requirements for professional coding. Prepares and distributes instructional material, visual aides.

Audit medical records to ensure quality of work and specificity of diagnoses and procedures to ensure appropriate and optimal third party reimbursement.

Maintain a high level of technical knowledge and skills related ICD-9-Cm and CPT-4, coding, documentation standards and billing requirements for professional coding to support the effective application of these guidelines to inpatient and outpatient diagnoses and procedures.

Maintain up-to-date knowledge of medical records practices, standards, regulations, JCAHO, HCFA, Medical Records Review of CT and other related organizations.

Liaisons with the billing unit to analyze claims denial to understand the most frequent reasons they occur.

Assist with policies and procedures relating to the charging, coding and documentation process necessary for compliance of professional coding. Regularly review documentation process and makes recommendations for improving information flow and the documentation process.

Provide technical consulting expertise for physicians' charging, coding, for complex medical records coding requiring research and reference checking.

Assist with the maintenance of the related database of questions/subsequent

Assist with updating the library of references and resources regarding reimbursement and documentation requirements for various third party payers.

Minimum Qualifications Required

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Knowledge, Skills, Ability:

Demonstrated effective presentation skills; knowledge of professional coding and compliance with considerable skills in developing and implementing educational programs to meet the needs of a variety of staff categories; considerable interpersonal skills; considerable oral and written communication skills; teaching ability;

EXPERIENCE AND TRAINING:

General Experience: Six (6) years experience in physician CPT-4 and ICD-9-CM coding with certification from an accredited Coding program and demonstrated experience in training.

Substitution Allowed: Associate degree in health care management may be substituted for one year of the general experience.

Bachelor's degree in health care management may be substituted for two years of the general experience.

SPECIAL REQUIREMENTS:

Ability to work in a computerized environment and perform advanced searches and analyze data.

SCHEDULE: Monday - Friday 8am - 5pm

Full Time Equivalent Salary Minimum Salary: \$54,256

In order to be considered, please apply online at <https://jobs.uchc.edu> and refer to search code 2007-699.

Compliance Specialist - Confidential Exclusion

This position is located in the Office of Corporate Compliance and is responsible for providing leadership and direction to the Health Center in appropriate clinical coding and documentation to assure consistent and compliant clinical documentation and charging practices among clinicians through the hospital and physician practice.

Examples of Duties:

Establishes and maintains a coding and documentation compliance monitoring program for hospital and physician practices; monitors the quality of HIM coding of DRG's, APC's and applicable coding; identifies necessary corrective action to minimize future related Health Center exposure; provides leadership and direction to staff in managing their respective units activities associate with coding and billing of services performed by the physicians; develops and presents professional quality educational programs to support appropriate coding, documentation and billing processes ensuring compliance, with particular attention to federal and state regulations; provides direction and technical consulting

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expertise to internal staff, external clients and Internal Auditors/Compliance Officer; maintains a high level of technical knowledge and skills related to Diagnosis Related Group(DRG) and International Classification of Diseases (ICD) codes, documentation standards and billing requirements which is essential to monitor and advise the Health Center management of general health care industry practices and governmental regulations along with changing areas of governmental fraud and abuse focus; acts as liaison with other operating units, prepares staff performance evaluations and administers personnel issues; performs other related duties as required.

Minimum Qualifications Required

Knowledge, Skills, Ability:

Extensive knowledge of the application of federal regulations regarding health care coding, medical and legal documentation of physician services (inpatient and outpatient), billing of professional services to government healthcare agencies and insurance carriers; in-depth knowledge of insurance regulations and the interface with healthcare billing practices; expert knowledge in government/insurance carrier audit policies and procedures; extensive knowledge of medical specialties and demonstrated strong clinical background; demonstrated skills in conducting medical/financial audits; knowledge of medical records documentation and interpretation of complex medical data; strong organizational and presentation skills; excellent interpersonal skills and ability to communicate effectively written and oral; ability to interact with physician and clinicians at all levels; excellent negotiating skills; strong investigative skills; critical thinking skills and ability to influence; supervisory ability.

Requirements: Eight (8) years experience in clinical coding (DRG/ICD/CPT) and reimbursement. Two (2) of the years must have been in a supervisory capacity.

Substitutions: College training in a relevant field may be substituted for the General Experience on the basis of fifteen (15) semester hours equaling one-half (1/2) year of the experience to a maximum of four (4) years for a Bachelor's Degree.

Special Requirements: Incumbent must possess and maintain certified status in a coding certification program with American Health Information Management Association (AHIMA) approval status. RHIA, RHIT, CCS, and CCS-P certification status preferred.

SCHEDULE: Monday - Friday 8:00 AM - 5:00 PM.

FULL TIME EQUIVALENT SALARY MINIMUM: \$63,433

Please apply online at <https://jobs.uchc.edu> and refer to search code 2007-454 in order to be considered.

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New Milford Hospital in New Milford, Connecticut is searching for a Coding Supervisor.

Reporting to the Director of HIM, the Coding Supervisor is responsible for managing the day-to-day operations of Coding and Reimbursement activities. Will also coordinate the department's role for overall coding, providing supervision and education programs for coders and physicians, and conduct compliance reviews. Position is scheduled days, full-time.

Strong leadership skills required with at least 3-5 years of hospital coding and supervisory experience. Must be proficient with various payment methodologies (DRGs, APCs, PPS, etc.) ICD, E/M, CPT, HCPCS Coding Systems and CMS coding requirements along with AHIMA's CCS credential.

New Milford Hospital offers an excellent wage and benefit plan and an outstanding working environment in a beautiful Western Connecticut location

Qualified candidates may apply by sending a resume (no phone calls, please) including salary history/requirements to:

E-mail your resume using the reference code HIPjobs-4641 to Diana K. Broderick - broderick@newmilfhosp.org

Fax resume with ref. code HIPjobs-4641 to 860-210-7422

Mail resume and salary history/requirements to:

Diana K. Broderick
Director of Employment: HIPjobs-4641
New Milford Hospital
21 Elm Street
New Milford, CT 06776

Please visit us at www.newmilfordhospital.org

New Milford Hospital is a regional healthcare provider that is a member of the world-renowned New York-Presbyterian Healthcare System. New Milford has an extraordinary tradition of warm and caring personal attention backed by top-notch physicians, world-class technology and the newest, most advanced diagnostic and treatment options available. Your healthcare team of highly trained physicians, nurses, technicians and administrators is determined and committed to improving the health and quality of life of those we serve.

EOE M/F/D/V

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BRIARWOOD COLLEGE UPDATE

Briarwood College is finally embarking on developing a 4-year degree program. The title says it all: Health Information & Informatics Management. Our goal is to get it to the accrediting organizations by next spring! The CTHIMA board of directors and others are supporting this endeavor as well as giving Briarwood the help it will need to become the only school in New England with a 2 year and a 4 year degree in HIT/HIM. Stay tuned for our ongoing progress.

Lenne Klopfer & Phyllis Hilt have been invited to be guest speakers at the symposium being given by the American Association of Medical Assistants in March 2007. Our topics will be (Lenne) "Your Personal Health Record" and (Phyllis) "HIPAA Law and Patients' Rights."

Breaking News – December 5th, 2007

We will be putting the entire 2-year program on line by fall 2007, perhaps even the summer 2007, depends on how quickly we can work with our technology group.

We will, in the meantime, continue working on developing the 4-year program. The most difficult task here is the application to the State of CT for the online 4-year program. That is why we are moving on the 2-year program first for the online application. The other difficult task is completing a needs analysis. Because we want all of New England, we need to get employment data from all states, i.e., job growth, job needs, projected growth, etc.

We anticipate accepting students in our 4-year program by 2008, the soonest will be January 2008.

I have been given the go ahead to hire a health information professional to assist with the development of the 4-year program.

I have a meeting with our Technology Group at Charter Oak College on December 15.

Things are moving along. Will update as needed.

Thank you.

Phyllis Hilt, MBA, RHIA
Program Director,
Health Information Technology Program
Health Information Coding Program
Medical Transcription Program
Briarwood College
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AN OVERVIEW OF THE CERTIFIED PROJECT MANAGER CREDENTIAL

BY CINDY ZAK, MS, RHIA, PMP

My Decision to Obtain the Credential

In September 2005, I was awarded the Project Management Professional (PMP) credential. The decision to obtain the credential was an easy decision for me when my employer solicited volunteers to participate in a firm sponsored initiative. My feeling was simply, "Why not?" As I looked back over my career, a common thread of pride was the successful planning and executing of many large, strategic projects as a Consultant and a Health Information Management (HIM) Director.

The course would require six months of weekly classes, homework and preparation for the PMP examination. From the consulting engagements I was working on, I knew that within the healthcare environment, projects had become more complex, costly, technical and distributed. Furthermore, what better timing to broaden my knowledge base and sharpen my project management skills with the vision of an e-HIM future. I was anxious to proceed with the curriculum. I will admit that I did assume that with all my work experience as a Project Manager, the curriculum would primarily consist of review and recall of the project management knowledge and experience that I had gained throughout the years. Believe me, the course and exam were that and much more!!!!

Project Management Institute

The Project Management Institute (PMI) is the world's leading association for the project management profession. The organization was founded in 1981. In 1999, PMI became the first organization in the world to have its' Certification Program attain International Organization for Standardization (ISO) 9001 recognition. PMI membership represents a global community with more than 200,000 professionals, representing 125 countries. PMI Professionals come from virtually every major industry including aerospace, construction, engineering, financial services, information technology, pharmaceuticals, healthcare and telecommunications.

PMI administers an internationally exam-based credentialing program. The PMI credential is recognized and accepted throughout the world as evidence of a proven level of education, knowledge and experience in project management. PMI has local chapters, specific interest groups and recognized colleges that now offer a formal body of knowledge related to project management.

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A Guide to the Project Management Body of Knowledge or PMBOK Guide is produced by PMI and is the basis for the testing. Preparing for the PMI exam requires knowledge of a massive amount of information that includes memorizing lists and formulae, understanding leadership and organizational concepts and theories and applying mathematical techniques to calculate key performance measurements.

The requirements prior to sitting for the exam include a bachelor's degree, 4,500 hours of project management experience, 36 unique months of project management experience within a period of eight years prior to the application and 35 contact hours of project management education. The exam is a rigorous computer-based, 4-hour, 200 question multiple-choice test designed to objectively assess and measure your ability to apply project management knowledge in six domains: (1) initiating the project, (2) executing the project, (3) monitoring the project, (4) controlling the project, (5) closing the project, (6) professional and social responsibility. It is a computer-based examination administered globally in ten languages.

PMI requires that all PMPs maintain their certification status by completing at least 60 professional development units (PDUs) every 36 months. These requirements are similar to the AHIMA CEU requirements. However, unlike AHIMA, PDUs are given for volunteer activities, research, speaking at chapter meetings and authoring articles and books.

The local chapter for Connecticut is the Southern New England Chapter. The membership is largely from the Insurance Companies in Hartford, including Travelers, The Hartford, Cigna, Aetna and United Healthcare. We also have representation from a variety of other industries that include Telecommunications such as AT&T and Comcast and the Pharmaceutical industry with Pfizer and Bayer represented. As of October 11, 2006, there are 1,568 members in PMI Southern New England Chapter.

The Value of the Project Management Body of Knowledge

PMI's Body of Knowledge addresses all aspects of a project in an integrated manner across the entire project life cycle. Project Management is both a science and an art that many businesses recognize provides for a disciplined and structured approach to project success. Project Management Offices and Programs have grown and become part of the corporate organizational infrastructures at places like IBM, Sprint, Procter and Gamble, GE and the Department of Defense. However, small and mid-size organizations have not yet come to appreciate the value of the structured approach to project management.

It should be noted that the latest statistics from the Gartner Group state that about 30% of IT projects never come to fruition, 51 % of projects exceed budget by 189% while delivering only 74% of functionality. Also of note is that the ninth reason on the list for why projects fail is the lack of project management methodologies and practices within a company. Given this

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information and the correlating quantitative and qualitative benefits realized when project management principles and theory are incorporated within projects, the credential is expected to increase in demand in the coming years.

The Project Management Framework

PMI's methodology is organized into nine knowledge areas that include thirty-nine processes. Each of the thirty-nine processes has two homes:(1) the process group and (2) the knowledge area.

The five process groups are Initiating, Planning, Executing, Controlling and Closing.

The nine knowledge areas are Scope Management, Time Management, Communications Management, Cost Management, Human Resources Management, Quality Management, Risk Management, Procurement Management, and Integration Management.

Thirty-nine processes fit into the nine knowledge areas. The processes are arranged according to the process groups. Each process is composed of inputs, tools and techniques and outputs. To provide an appreciation of the scope and depth of the Project Management Body of Knowledge, the thirty-nine processes are listed below.

| | | |
|---------------------------------|------------------------------|---------------------------------|
| 1. Initiation | 14. Administrative Closure | 27. Quantitative Risk Analysis |
| 2. Scope Planning | 15. Resource Planning | 28. Qualitative Risk Analysis |
| 3. Scope Definition | 16. Cost Estimating | 29. Risk Response Planning |
| 4. Scope Verification | 17. Cost Budgeting | 30. Risk Monitoring and Control |
| 5. Scope Change Control | 18. Cost Control | 31. Procurement Planning |
| 6. Activity Definition | 19. Organizational Planning | 32. Solicitation Planning |
| 7. Activity Sequencing | 20. Staff Acquisition | 33. Solicitation |
| 8. Activity Duration Estimating | 21. Team Development | 34. Source Selection |
| 9. Schedule Development | 22. Quality Planning | 35. Contract Administration |
| 10. Schedule Control | 23. Quality Assurance | 36. Contract Closeout |
| 11. Communication Planning | 24. Quality Control | 37. Project Plan Development |
| 12. Information Distribution | 25. Risk Management Planning | 38. Project Plan Execution |
| 13. Performance Reporting | 26. Risk Identification | 39. Integrated Change Control |

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Final Thoughts

The time and energy that I spent on studying and sitting for the PMI exam was a wise investment. I now possess valuable insight and knowledge of Project Management theory and principles that I routinely use on projects. I also gained a technical edge through the learning of sophisticated and complex mathematical calculations that include earned value, cost variances, critical path and schedule variances, communication channels and more. These are great tools/techniques that provide solutions and objective information about project status. More importantly, access to this information allows the project manager to have his/her finger on the pulse throughout the project and the ability to quickly and effectively communicate project status. No matter what size the project is, hundreds or thousands of hours, the PMI Body of Knowledge arms you with tried and true tools and techniques to effectively manage both the soft and technical skills of a project.

In addition to the professional growth that I have gained, I also gained access to the Project Management network, membership and educational programs. The local Project Management community, Southern New England Chapter, is a dynamic, professional and impressive organization. Their approach to planning, coordinating and executing monthly dinner meetings, breakfast meetings and the annual meeting at the Hartford Convention Center provides to me valuable exposure to a robust volunteer environment that manages every meeting as a project.

To summarize, my PMI journey was and continues to be exciting and rewarding. The marriage of the HIM credential and the PMP credential positions HIM professionals to play a key role in the migration to the electronic health record, particularly in the IT environment. Based on the findings of the Gartner Group previously referenced, CEO's and IT leadership are quickly recognizing the need to invest in a formal project management culture in order to improve organizational performance. If you enjoy participating on projects or leading projects, I strongly suggest that you investigate and explore the PMP credential. It is a great complement to the HIM credential and an investment in the e-HIM future.

Should you be interested in the PMP credential, please feel free to contact me at Cynthia.zak@milfordhospital.org. If you are interested in the local chapter information, go to the web site at www.sneccpmi.org. The PMI website is www.pmi.org.

1. Ben Bandaru, PHD, PMP. "Making Teams Perform at their Peak Potential." SNEC-PMI Newsletter, November 2006.
2. Lee R. Lambert, PMP and Erin Lambert, MBA, PMP. "Project Management, The Common Sense Approach." Columbus, Ohio, LCG Publishing, 2000.
3. Andy Crowe, PMP, Six Sigma Black Belt. "The PMP Exam." Velociteach Press, 2004.

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THE CALL FOR NOMINATIONS IS ON FOR THE 2007 CTHIMA ELECTION

Please seriously consider nominating one of your peers for President-Elect or Director. Details and nomination forms are available on the Geographic CT CoP and will be posted on www.cthima.org. Nominations must be received by January 26, 2007.

NOTABLE MEMBERS

Reed Gelzer, MD, CTHIMA member and volunteer, has been selected to serve on a “bipartisan” task force that has been formed to lead the effort of promoting and supporting inclusive membership. The task force was initiated by AHIMA president, Jill Callahan-Dennis and is comprised of 9 members. The team is well balanced geographically as well as by their stance on the inclusive membership issue.

There's no better time to explore the CoP!

For your chance to win an iPod with video playback, simply log on to Communities of Practice (CoP) at least twice on different dates between December 1 and December 31!

Log on to www.ahima.org today for your chance to win.

Not sure how to log on? Here's a quick rundown of how to get online, in touch, and eligible to win:

On www.ahima.org, go to **myAHIMA** on your right side.

1. Enter your **AHIMA ID number** (seven digit number on your membership card). Make sure you include all numbers, including leading zeros.
2. Enter your **password**.
 - If you have never created an AHIMA password online or otherwise updated your password with AHIMA, your default password is your last name. *If you are a long-time member of AHIMA and have changed your last name (due to marriage, for example), your password may still be your last name as originally provided to AHIMA.*

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- If you applied for membership online and created your own password, use that password.
 - If you have changed your password through the profile, please use that password.
3. Click the **Enter myAHIMA** button.
 4. On the myAHIMA page, click on the **Communities of Practice** icon to access the CoP.
 5. Your personal page then appears. Explore and take advantage of just how helpful the CoP can be.

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Please feel free to contact any board member with your ideas, issues or concerns.