

Footprints

An official publication of the North Carolina Health Information Management Association

Volume 30 • Issue 4 • August 2008

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President's Message

Laura Pait, RHIA, CCS



According to a report from the Health Care Advisory Board, the cost of denials to hospitals ranges from 1% to 3% of total revenue. The reason for the denials takes thoughtful consideration and examination of root cause. HIM has established themselves as a critical player in this process.

Handle the challenge of change well, and you can prosper greatly. Handle it poorly, and you put yourself and others at risk. The timing of many activities originated for the convenience of staff

with no thought to that of the patient has resulted in work around, delay in timely billing and error.

Let the Business office handle it...Let HIM handle it...Let's "fix" this now but wait until next year to tackle that. This is a familiar story for most organizations today. With the enormous stress our organizations have with ensuring compliance under a new MS-DRG system, presentation on admission flags and medical necessity concerns the time for change is NOW.

My past year as President-elect has demonstrated that your time has come and this association is prepared to help. Our strategic plan for our members provides numerous opportunities for our membership to get involved. In big ways and in small ways. This membership amazes me with its talent.

Last summer I wrote about AHIMA's Larger, Louder, Faster theme. This year our theme is Ready for Success. If we continue to move forward Larger, Louder and Faster, I am sure we will be meeting next year to discuss great Success stories. As a matter of fact this organization IS moving forward and as I look at our past-Presidents I am reminded that without their leadership and energy we really would not have come this far. How do we match it...How do we move to the next level...

Here are just a few of my ideas for next year...

Continue to Build Value in our Membership- Challenges are facing us throughout the state, and our regions have been working hard to provide meetings with value. This year I charge our regions to increase active member participation and aggressively work for sustainability. Active membership now means "inclusive" membership and we need to address the needs of the "non-traditional" member. This new "blood" could provide new direction on education, access to speakers and an opportunity to reach more.

I charge the executive board and leaders of our state to broaden the awareness and increase [\(President's Message Continued Pg 2\)](#)

NCHIMA
North Carolina Health Information
Management Association

An Affiliate of
AHIMA
American Health Information
Management Association®

Call for Articles!

If you have ideas, topics or articles that you would like to have published in Footprints, please send them to Sherry King, RHIA, CTR, the Publications Chair for 2008-2009 (snking@wakemed.org).



(President's Message Continued)

recognition for AHIMA credentials in the marketplace. That means our own work environments. We are more than just "coders". Our accomplishments are many as Directors of HIM, Privacy, Compliance and even IT. We manage work groups, committee's and task forces. We are many times the "go to" department. Some of us have moved to non-traditional roles and are providing consulting services, installing information systems, and teaching what we feel passionate about. Our expanded alliances with other healthcare associations will help with our efforts, but our willingness to become active members in other associations also will broaden our own exposure. This may result in stepping outside our "comfort zone". I can assure you the rewards are many.

Our electronic voting has truly gained momentum this year and I thank Annette White, her committee and the board delegates that helped to "get out the vote". As each region met these past few months the message was repeated. PLEASE Vote! This was a good year. This was a better year. But we can do better. I plan to initiate a stronger effort with the help of Lisa Walter by keeping this message alive as we move forward this year. I plan to initiate a campaign that brings this message to a region level and brings our numbers up even higher. I look forward to reporting to AHIMA next year on our success.

e-HIM

This year we have provided leadership and involvement with the newly established Health Information Exchange for NC. Thanks to Kris-Shae McCall for her willingness to get involved and serving on its council. How exciting!! As we join new initiatives we continue our participation with NCHICA. We thank Jean Foster and applaud her willingness to serve at a board level for this initiative. These members

do a fabulous job promoting our profession and playing a key role in the expansion of e-HIM within the state. But what about "other" members? These opportunities are not limited to those that have "relations" with the board, but they are available to you all. I charge you the membership to consider your role in your workplace or even just in your community to promote and educate others on creating a PHR. There is value and opportunity that you ARE perfect for.

Leadership and Advocacy

What an experience Hill Day was for this first timer. I was fascinated by the organization of the event and the number of participants. We met with representatives from the offices of Senator Dole and Burr and House representative offices for David Price and Howard Coble. Just this past spring AHIMA announced the passing of the Genetic Discrimination Bill. Actually those that have participated in Hill Day before me have discussed this bill since the inception of Hill Day. So results are not always felt immediately due to your participation, but perhaps you plant a seed and you get the chance to see it grow. Thanks to those that led the way before me. Isn't this a great day!

I charge our legal affairs to facilitate the organization of a similar event here at the state level. This maybe something many members are more comfortable with. Our initial event may be simple and small initially, but someday I see this being a "main" event for our members to participate in each year in Raleigh. NCHIMA should influence emerging policy, regulation, standards and legislation affecting HIM at a state level.

Member Communications

This past year we have expanded and broadened our communication efforts. Footprints that has been under the direction of Amy Crisson and has defined standard content

Calendar of Events

September 19

NCHIMA Western Foothills Region Meeting
Catawba Valley Medical Center
Hickory NC

October 2

Piedmont Region Meeting
Women's Hospital
Greensboro, NC

October 3

NCHIMA Executive Board Meeting

October 13 – 15

AHIMA Convention
Seattle, WA

October 24

NCHIMA Mid Year Workshop
Grandover Resort & Conference Center
Greensboro, NC

November 14

NCHIMA Triangle Region Meeting
WakeMed Raleigh Andrews Center
Raleigh NC

April 28 – May 1

NCHIMA 59th Annual Meeting
Greenville Convention Center
Greenville, NC

*For more information please visit
www.nchima.org*

that we believe better informs the members. We have initiated expansion of our website to include individual pages for our regions and hope to role that out this summer.

Thanks to Lisa's vision and direction Cvent rolled out this year and I think has been a great success. Online registration and payment services allow us to service members in the same fashion as shopping online. Quick and easy for members who have busy schedules. I want to thank Margo Morganti for her willingness to step back in as webmaster this year during unexpected turnover. Thanks to her we have made some noticeable revisions and have been working on next steps.

This year I charge our webmaster and Footprints coordinator to take us to into the future. Our website needs to be faster and louder and reflect

(President's Message Continued)

the success of this state association. I have charged the webmaster to create a proposal for updating and refining our website, to create a committee that will help us address the needs of the members so that we can ensure our information is informative and timely.

Education

This year our education committee has already gotten things underway for our Mid-year workshop in October and discussion is underway for partnering with NCHFMA and NCHA for expanded educational opportunities. I want to thank Jolene Jarrell for her willingness to take the bull by the horns this year. She facilitated a mid-year workshop that had 150 attendees and provided student break out sessions and has already secured our spot for this October's event. I also want to thank her and her committee for championing the idea of a bi-state coding roundtable. If this group is not an example of Large, Louder and Faster, I do not know who is.

I would like to thank Marsha Hunter for stepping in mid-year as coding roundtable coordinator and her willingness to serve next year.

Providing education services that meet the needs of this membership to enhance the skill set for HIM professionals is critical. I charge the education committee and coding roundtables to expand those educational opportunities. Our state is wide and has many members. Our

ability to reach them may be limited by the growing cost of travel. We will look into alternative settings for learning. Certainly the cost for establishing online learning may be noticeable, but the cost for not is already noticeable. This challenge creates new opportunities that our corporate partners can assist us with. Instead of sponsoring lunch and refreshments we may say that this lunch and learn is brought to you by our friends at XYZ. This opportunity does not have to be just for general education sessions but we can move this to our regions as well. Do I have the ability to make this happen, NO. But with participation from you the regions and this executive board we CAN.

Our world is changing and it is changing fast. Just pick up the paper or watch the news. An old boss of mine always used to ask, Are we still having fun? So I charge myself and you the association to keep a few things in mind – Always have fun and dream big. There is no reason to limit ourselves because it has never been done quite that way before. Ask for what you want and Dare to take a risk. If you are ready for a new challenge at work or perhaps ready to role up your sleeves and work with your region, the do IT. Look for the best in everybody and make time for what matters. Thank God we do not all come from the same cells. But without a kind spirit and a willingness to follow new paths together it will be quite lonely on that mountain top and we might forget why we started down this path.

I am not from around here. As a matter of fact I am a southerner that grew up as a Yankee and due to marriage ended up right here. I have met many of you that are not from "round here" and I like that. I have had the great pleasure of residing in this state for nearly 19 years and attending my first NCHIMA meeting in 1991. I did not know anyone and thought this was a group of really tight classmates. It seemed everyone either came from western or eastern schools right here in NC. I never imagined that I would be standing here today.

I have had some GREAT employees that have taught me how to stay with the task, try something different, how to be patient and how to have hope. I applaud them for being my examples and demonstrating what it means to move forward.

I truly believe this board is moving forward, but I also can you tell this board does not want to move forward without YOU. I can tell you, you will make new friends, I can tell you, you will learn something new. I can tell you, it is scary and at first it is hard to figure out what to do. But what I CAN tell you, is that there are members here beside me and actually out there beside you that care about you, and wish you GREAT success and have the belief that you can make a difference and that this association can make a difference. Join me this year as we "Ready for Success". I truly believe it is going to be a GREAT ride.

Election Results
for the 2008-2009 Officers



President-Elect

Afton Jones, RHIA, CCS

Regional Liaison

Annette Morrison, RHIA, CCS

Vice President

Amy Crisson, MHA, RHIA

Delegate

Deanie Auton, MHA, RHIA, CCS

Secretary

Susan Richardson, RHIA, MHSA, CPHQ

Delegate

Cornelia McClure, RHIA, CCS

Leadership Conference General Sessions

Cornelia L. McClure, RHIA, CCS - Delegate, Strategic Plan

The delegates from North Carolina had the opportunity to go to Chicago, IL for the Summer Team Talks meeting hosted by AHIMA July 18–20. We attended the Team Talks meetings on Friday. Saturday and Sunday were leadership meetings. The speakers for the general session of the leadership conference were Kathleen McCleskey and Leslie May.

Volunteerism

Ms. McCleskey spoke on Volunteerism. She impressed upon us that we needed to be sure we were reaching the type of volunteers we needed and that we made those volunteering feel like their time was valuable and used wisely. She also said that when organizations rely on volunteers they often do not hold the volunteer accountable for their responsibilities within the organization. We are all so busy these days doing more with less that not many members have the time or the energy to volunteer. For those who do volunteer they usually feel it is a worthwhile effort. NCHIMA members may be involved with more than one type of organization. Many of these organizations rely on volunteers; members have to decide which organizations they will volunteer for so they can feel they are making a difference. Some of the reasons a person might volunteer are

- Caring about the cause
- Interesting and challenging
- Uses their skills/experience
- Intellectually stimulating
- I can make a difference
- Matches my career skills

She suggested that organizations have a list of positions the volunteers will fill and that these positions have defined responsibilities. A large reason people don't volunteer is due to time commitments. NCHIMA can also make use of one-time volunteers. This is where the member volunteers

for a one-time responsibility such as helping with the annual meeting. Organizations should also have measurable goals. The NCHIMA board is currently working to add measurable goals to our strategic plan. This will allow the board and the membership to measure our progress in the coming year.

The board is also working on a point Ms. McCleskey made – succession planning. Some of the appointed positions with NCHIMA need a little experience. The Board is trying to develop a way to have one primary person in the position and another person who will be sort of an understudy. This would work similar to the way the president-elect and president work. When the appointed positions year of volunteering is up, the understudy would be able to step in the next year and fulfill that position without having to feel like they are teaching themselves. The president would then select the next understudy for the position. We hope this will give more persons the encouragement to volunteer because they know they will receive assistance for performing their position not just from the board but also from another person in that same position.

The NCHIMA board is also trying to determine how we can best mentor members who are not on the board but who would make a good addition to the board. Members can also volunteer to work on their regional board or committees. This may also assist in recruiting efforts according to the speaker.

NCHIMA, like many other states, does have a problem with not enough volunteers although we have over 1250 members. We want to encourage anyone who has a desire

to try something new to volunteer. We will do all we can to make sure you succeed. Volunteering is also a wonderful networking opportunity.

Diversity

Ms. May spoke on Diversity. Diversity is all the ways we differ, the various identities that make us unique individuals. Inclusion is an environment where all individuals and groups feel valued, welcomed and engaged.

Diversity is not a natural response. We tend to migrate to persons who look and act like us or to those who we might be able to fix to be like us. Due to the changing worldwide environment it sometimes changes the business environment we work in. An example is that more things are being sent to other countries to be completed. Fifteen years ago we only thought of products that we use as being made in another country. Now we have customer service, transcription, coding, accounting and other services being sent outside the United States for work. Economic pressures drive some of the diversity decisions that are made.

In the work place we are also competing for the best of the best in employees. We want to have great men and women working in the various organizations. Due to our nation being a place that many persons have immigrated to, we also have a pool of talent that includes many nationalities. Along with working with persons from other nations brings opportunities for us to learn new ideas and concepts. We also have more women moving into positions within the business world that have traditionally been held by men such as CFO's and CEO's of hospitals and businesses.

(Leadership Cont. pg 5)

(Leadership Continued)

Organizations are trying to have a good representation on their workforce related to the public they serve. They are also updating their policies and procedures to be sure they are fair for all employees. The culture of the business needs to be reviewed to be sure it does not favor one type of employee over another. They have to be sure there are no overt or covert rules, values or principles that guide organizational behavior. Education is the key to change. The organization will need to set goals and plans with a way to measure these. Upper management in an organization will need to be held accountable for following the plans it has made for diversity.

Diversity takes effort but benefits all in the end.

Thank you for allowing me to serve as a delegate for the state of NC and its membership. I enjoyed the team talks and leadership conference and feel like I learned a few things.

Do we have your current contact information?



Please visit www.ahima.org to update your member profile. NCHIMA promotes member communication via email blasts.

You may be missing out on important educational opportunities, so please be sure to update your profile today!

Alternate Paths to RHIA Exam Eligibility

Cornelia L. McClure, RHIA, CCS - Delegate, Strategic Plan

This article is intended to be an overview for a possible proposal from the Council on Certification (COC) related to providing an alternate path to RHIA exam eligibility. The recommendation from the COC is that individuals with a baccalaureate degree and a minimum of 5 years full time HIM experience be considered eligible to sit for the RHIA exam. The individual will need 2 letters of reference from a HIM accredited person. The recommendation is driven by the demand for more HIM professionals at the managerial level and to increase the number of HIM persons to work in the Health Information Management field. There was discussion related to this issue at the Team Talks session in Chicago. Attending members from various states offered their opinion on the impact of this recommendation if made as a proposal for the delegates to vote on and if passed. As you can imagine there were persons for it and against it. At this time it is only a recommendation.

Some of the questions raised were:

- Can the baccalaureate degree be in any field?
- Who will value the type of HIM experience the possible candidate has?
- Will the 5 years of experience be verified and does it have to be 5 continuous years?
- How will opening up the credentialing exam effect the perceived quality of the RHIA credential?
- How would this effect the 4-year HIM programs?
- If we allow persons already working in the HIM field to take the exam, how will this increase the work pool?

Mervat Abdelhak, PhD, RHIA, a former AHIMA president, stood and spoke on this topic. She did not think the recommendation should stay as it is written. She agreed that there was a need for more HIM professionals but did not think this was the way to achieve a larger workforce. She mentioned that Merida Johns, PhD, RHIA, who spoke at the NCHIMA annual meeting in 2008 and is a former AHIMA president and has held various positions on the board, has researched this topic and written information about it. I have read the information she has put together. It offers some good thoughts along with an alternative route that could be considered. Please take the time to read her information at www.merida@mljohnsphd.com. You may also read information related to this topic by going to the AHIMA website (www.AHIMA.org) and visiting the Communities of Practice (CoP) link. Click on the State Leaders and HOD. Scroll to the bottom of the page to Community Discussions and look for discussions related to this topic. After reading information about this topic, email the delegate for your region and if you do not know who that is, email any delegate, and let them know how you feel on this topic.

It is important to give the NCHIMA delegates feedback related to any issues that may be forthcoming from AHIMA. We need to know how the members of the great state of North Carolina feel about a subject to be sure we represent you well as your delegates. One delegate vote can make a difference. Therefore, one member voicing their opinion can make a difference.

AHIMA's Leadership Conference 2008

Afton Jones, RHIA, CCS, President-Elect

It was a privilege for me to participate in the AHIMA Leadership Conference this year in Chicago. There were many offerings with concurrent sessions of varying topics beneficial to our association. I tried to select sessions that would focus on our membership. Here are highlights from the sessions I attended.

1. Growing HIM Workforce: State and Local Initiatives

The purpose of this session was to offer discussion and opportunities for our state association to be a significant part of developing the current HIM workforce and the next generation HIM workforce. While it was acknowledged there were many ways this could be done...our session focused on different ways that our education programs might benefit from our state efforts as a whole. Suggestions included such things as including the contact information for all educational programs on our web site. I am pleased to say that NCHIMA's web site already does this. The attendees did go one step further and suggest that perhaps it would be beneficial for us to also include specific needs of each program in terms of their current status. For example, if a particular school needed someone to teach a coding class they could list that with their contact information to make it easy to identify the need. They went on and suggested that we might include a listing of our professionals across the state of North Carolina who has expertise in a particular topic that they would be willing to come and share with students as a guest speaker. This would be somewhat of a two-way street...providing a needs list of what the program was searching for...as well as providing offerings of what our membership might have to offer that would be of benefit to our students and educational programs. The educators in attendance seemed to be pleased with the suggestions discussed at this session.

2. Designing and Delivering Continuing Education: Contracts

This session dealt with utilizing the latest meeting planning trends and the top ten tips to hotel negotiations. The goal was to equip our association with a better understanding of entering a contract with speakers and hotels for our future meetings.

Planning an annual meeting or a workshop is much more involved than one might think. There are binding contracts that have to be signed and once it is signed you have little to fall back on if things don't turn out the way you thought they would. The key is good planning and knowing what questions to ask before you sign the dotted line. Our presenters shared some horror stories of meetings gone wrong and how they could have been prevented.

A contract checklist was provided as a source of

reference. Here are some of those points from the checklist.

- Material costs – who pays for handouts, pencils, pads, etc.
- Travel expenses – first class, business or coach? Ask for an itemized list of what "all normal out of pocket expenses" means to your speaker.
- Getting materials there – who pays for the shipping?
- Audio-Visual needs – special lighting, music, screens, microphones?
- Meeting room set-up – tables/podium with skirts or tablecloths? Water?

(From: How to Hire a Speaker – Avoiding the Problem and Pitfalls, To Create Magical Meetings! By Lilly Walters)

Hotel Contract Negotiation Tips The following are suggestions for making sure your hotel contract has no surprises.

- Get Everything in Writing
- Read Every Word
- Negotiate for Amenities
- Specify Penalties
- Sell Your Event to the Hotel
- Customize the Contract to Your Attendees
- Define Terms
- Ask Questions
- Protect Yourself

(By Whitney Archibald, EXHIBITOR magazine)

It was very interesting listening to our presenters share their personal experiences with hotels and meetings. They offered some helpful tips in coming to terms on the above tips.

3. Communicating with Your Members

This session focused on developing optimal communication with our membership utilizing various methods such as newsletters, Web sites, Communities of Practice (CoP) and annual reports. Suggestions were offered concerning the design and content of articles in differing domains. It also examined desired Web-site navigation and contact capabilities. The presenters shared some of their personal experiences with best practices in communication efforts among our members. The ultimate goal was to provide better communication for everyone's benefit.

It was clear to me that AHIMA has our membership's best interests at heart as they designed their breakout sessions for this conference. They demonstrated great efforts to offer information and suggestions that we as a state could utilize as we strive to improve our membership services.

Consumer Education Campaign Update

Audrey Chase, RHIA

On July 17th volunteers around the country attended a CEC workshop sponsored by AHIMA in Chicago. AHIMA's public relations staff led the workshop to collaborate on the evaluation and development of the consumer awareness campaign.

The workshop was well attended, exceeding last year's attendance with a total of 40 attendees. The group evaluated the first half of the 2008 campaign, including presentations on media coverage and Web site analytics, volunteer feedback and suggested improvements for campaign components, brainstorming sessions on various topics, and presenter training. Everyone was more than willing to share success stories and ideas that promoted our campaign. In addition, the group discussed and proposed ideas for further development in these areas to guide future success. Since our primary goal is to educate and raise public awareness of personal health information and related issues, all attendees agreed that with increased collaboration from volunteers across the US, the PHR Consumer Awareness Campaign can present an even stronger force in health information education.

The campaign now has more than 1,000 volunteer CEC's and presenters, all of which are working hard to introduce, and in some cases re-introduce, their communities to personal health information concepts by guiding them to myPHR.com as well as through public group presentations.

As for North Carolina, former presenters have been contacted and updated resources (DVD presentations, hand-outs, etc.) have been re-distributed as necessary. Our plan is to educate our profession at each region meeting and reach out to public groups in our communities. With the help of our volunteers, our newly re-vamped campaign is sure to be a success!

For information about personal health information, visit myPHR.com or contact Audrey Chase, RHIA at 910-457-7697 or audreychase@doshier.org

AHIMA Election Results 2008

Congratulations to:

Elizabeth J. Layman, PHD. RHIA, CCS, FAHIMA(NC) voted Council on Certification 2008 HIA Educator!

The Educator Award honors those who demonstrate excellence in preparing the next generation of professionals for their HIM careers.

Janet B. Baucom, RHIA(NC) received 2008 FORE Triumph Award Recipient e-HIM Award

The e-HIM Award honors those individuals, groups, or organizations who have made important advances in areas related to e-HIM®- supporting the vision of health information as electronic, patient-centered, comprehensive, longitudinal, accessible and credible.

AHIMA CoP Recognition

Congratulations to:

Pamela J. Lail, RHIA for recognition as a TOP FACILITATOR for 2008 Communities of Practice (CoP). Top facilitators are chosen based on their level of participation in the CoP, such as number of times in CoP, holding chats with peers and promotion of the CoP. Thanks to Pamela for her dedicated service to the Communities of Practice.



Western Carolina University
Health Information Administration Program
Cat Nips

Dean's list, Spring 2008

Congratulations to the following HIA students, who all made the Dean's List. To qualify, students earn at least a 3.5 GPA of a possible 4.0 in a semester's work (not less than 12 hours), excluding remedial courses, with no D or F grade.

HIA Juniors: Courtney Buchanan, Megan Donaldson, Alyson Glenn, Julie Martinat, Mindy Ramsey

HIA Seniors: Sasha Manning, Jordan Petrak

Congratulations new RHIA's

Megan Carr, April Curry, Amanda Hudson, Shanelle Joyner, Cory (Meyer) Grimshaw

Scholarship Recipients, 2008 NCHIMA Meeting, Asheville, NC



Natalie Moore received the Mary Harvey Memorial Scholarship. Natalie successfully balances personal, academic, and work obligations as a Resident Assistant and Orientation Counselor. She interacts well with other students and has good time management skills. Natalie is an outstanding student leader on the WCU campus; participating in the Leadership Institute, her sorority, and numerous volunteer activities, such as Community Table of Sylva and Hurricane Katrina relief. Natalie has a great GPA (3.466) and has been on the Dean's List two times.



Jordan Petrak received the NCHIMA Scholarship. Jordan interacts well with other students, is active in her sorority, and has good time management skills. Jordan has worked in a health-related summer job at UNC-Chapel Hill and has a current customer-service focused position here at WCU, which are helping to pay her way through college. Jordan has a strong GPA (3.303) and has been on the Dean's List three times.

Nell Keever Award

Jessica Martin received the 2008 Nell Keever Award for Outstanding Senior in the WCU HIA program. She lives in Asheville and completed a Professional Practice Experience with Judy Cobb, RHIA at Park Ridge Cardiology, which led to her first job following graduation managing a new Neurology practice.

HIA Faculty

Irene Mueller, HIA program director and Mary Teslow, HIA faculty member, recently made two presentations at the Assembly on Education convention of the American Health Information Management Association. One presentation (*Using an Online Program Community of Learning*) was concerned with non-traditional learning resources in the online environment and the other presentation (*Self-SOAP Notes: Using a Medical Record Documentation Technique for Self-Reflective Journaling*) focused on a writing/learning method.

HIA RoadTrip

In June 2008, the HIA faculty members visited two HI departments to update our understanding of current practice expectations for new professionals. This information will help us better prepare students for success in their first jobs following graduation. We visited two alumna of the program; Annette White at Morehead Memorial in Eden and Sarah Shaver at the Moses Cone Regional Cancer Center in Greensboro. Many Thanks! for their hospitality and willingness to share their time and expertise.

First semester of RHIT to HIA online option at WCU

After completing the curriculum development process last year, the first students in our new online option have begun their first courses. Five students (all graduates of NC HIT programs) are currently enrolled. These pioneer students' physical locations range from Hickory to Charlotte to Raleigh. We look forward to working with these students and others in the future to assist them in achieving their educational and career goals. More information on the online option is now available at the HIA website (see below).

Visit us on the web at: <http://hia.wcu.edu/>

NCHIMA 2008 Corporate Partners

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CLINICAL-INSIGHTS

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Medical Record Coding and
Abstraction



CLINICAL-INSIGHTS

NCHIMA Advertising Guidelines

Revised: January 2008

NCHIMA disclaims any endorsement for products or services advertised in its Commercial Advertising section of Footprints and/or the Annual Meeting Program.

Rates for commercial advertising per issue are as follows:

Size	Cost per Publication	Dimensions
Full Page	\$250.00	7.5" x 10"
½ Page	\$150.00	7.5" x 5"
¼ Page	\$ 75.00	3.75" x 2.5"
Business Card	\$50.00	3.5" x 2"

Advertisements must be submitted as follows:

- Electronically, as camera-ready artwork
- Sized to the above specifications
- Requiring no additional preparation for publication
- With contact name, mailing & email address, and phone number
- By the submission deadline of the issue in which the advertisement is scheduled to appear. Note: the submission deadline will be set by the Publications Committee & the Program Committee, based on publication type

Corporate Partners are entitled to one of the following in our bi-monthly newsletter, Footprints, at no charge:

- A spotlight article or
- ¼ page advertisement

Vendors providing sponsorships for the annual meeting may be given advertisement opportunities at a discounted rate, at the discretion of the NCHIMA Executive Board.

Educational HIM / HIT programs that are not accredited by the Commission on Accreditation for Health Informatics and Information Management (CAHIM) will not be allowed to advertise in NCHIMA publications.

Rates are subject to change, upon annual review.

ATTENTION!



If you have any photos of recent meetings that can be published in Footprints, please send them to Sherry King (snking@wakemed.org).

NORTH CAROLINA HEALTH INFORMATION MANAGEMENT ASSOCIATION (NCHIMA) CORPORATE PARTNER INFORMATION AND BENEFITS



ELIGIBILITY

Any corporation interested in the purposes of NCHIMA is eligible for corporate partnership. Each corporate partner shall designate one individual who receives the rights and privileges of corporate partnership for one year. Subsidiaries, affiliates, and divisional companies are not included under the corporate partnership of the parent corporation but are eligible for corporate partnership in their own right.

ANNUAL DUES

Annual dues for corporate partners are \$150.00. Partnership is for one calendar year (January to December), with no pro-ration.

HOW TO APPLY

Complete the enclosed application. The application must be signed by the corporate representative to whom NCHIMA will assign the rights and privileges of a corporate partner.

BENEFITS

1. PUBLICATIONS

All corporate partners are invited to view Footprints, on the NCHIMA website – www.nchima.org. Footprints is a bimonthly publication which contains many interesting articles as they relate to current affairs in HIM and the activities of NCHIMA.

2. MAILING LIST

Upon request, the NCHIMA mailing list is available to corporate partners.

3. REPRESENTATION

Corporate partners are eligible to serve on committees with voice. Corporate partners shall not be entitled to vote, hold office or serve as a delegate to AHIMA.

4. MAILINGS

Corporate partners receive announcements of educational seminars and other mailings of interest to NCHIMA members.

5. DISCOUNTS

Corporate partners are entitled to NCHIMA member registration fees for workshops and seminars sponsored by NCHIMA. Corporate partners receive NCHIMA member rates on publications. Corporate partners exhibiting at the annual convention are also eligible for corporate partner discounted rates which are set annually by the NCHIMA Executive Board.

6. RECOGNITION

Corporate partners are entitled to one “spotlight” write up or a free 1/4 page ad in Footprints. A listing of corporate partners is published in every issue of footprints. There is a corporate partner listing on the NCHIMA web site, www.nchima.org. In addition, corporate partners are listed in the NCHIMA annual report, annual meeting program and new member handbook.

**AMERICAN HEALTH INFORMATION MANAGEMENT ASSOCIATION
NC HEALTH INFORMATION MANAGEMENT ASSOCIATION, COMPONENT STATE
(AHIMA / NCHIMA)**

CODE OF ETHICS

PREAMBLE: The health information professional abides by a set of ethical principles developed to safeguard the public and to contribute within the scope of the profession to the quality and efficiency of health care. This code of ethics, adopted by the members of the American Health Information Management Association, defines the standards of behavior which promote ethical conduct.

1. The Health Information Management Professional demonstrates behavior that reflects integrity, supports objectivity and fosters trust in professional activities.
2. The Health Information Management Professional respects the dignity of each human being.
3. The Health Information Management Professional strives to improve personal competence and quality of services.
4. The Health Information Management Professional represents truthfully and accurately professional credentials, education and experience.
5. The Health Information Management Professional refuses to participate in illegal or unethical acts and also refuses to conceal the illegal, incompetent or unethical acts of others.
6. The Health Information Management Professional protects the confidentiality of primary and secondary health records as mandated by law, professional standards and the employer's policies.
7. The Health Information Management Professional promotes to others the tenets of confidentiality.
8. The Health Information Management Professional adheres to pertinent laws and regulations while advocating changes which serve the best interest of the public.
9. The Health Information Management Professional encourages appropriate use of health record information and advocates policies and systems that advance the management of health records and health information.
10. The Health Information Management Professional recognizes and supports the Association's mission.

North Carolina Health Information Management Association Corporate Partner Application

Period Covered: Jan 2008 - Dec 2008
--

- Initial Application
 Renewal Application

***Include information as you would like listed on the NCHIMA website:

Corporation Name: _____

Type of Business: _____

Corporation Representative:

Name: _____

Title: _____

Address: _____

(city)

(state)

(zip)

Phone: _____ **Fax:** _____ **Email:** _____

Website (if applicable): _____

In the name of the above corporation, we hereby apply for designation as a corporate partner with the North Carolina Health Information Management Association and upon acceptance agree to uphold the AHIMA Code of Ethics:

Signature of Corporate Representative Date

Check payable to NCHIMA must accompany application (fee - \$150.00).

Completed application should be mailed to:

Laura Pait, RHIA, CCS
 NCHIMA President-Elect and Membership Committee Chairman
 2900 Meadowview Court
 Apex, NC 27539

OFFICIAL USE ONLY: TO BE COMPLETED BY NCHIMA REPRESENTATIVE		
Approved by:		Comments:
Title:		
Date:		Check#:



Soar to new heights..... VOLUNTEER with NCHIMA

You can volunteer with NCHIMA and allow yourself to soar to a new height by completing the information below and leaving at the registration desk during the annual meeting or by contacting a member of the executive board.

Name: _____

Credentials: _____ **AHIMA ID#:** _____

Address: _____ **City/State/ZIP:** _____

County of Residence: _____ **NCHIMA Region:** _____

Phone Number (work) _____ **(home)** _____ **(cell)** _____

E-mail Address: _____

Place of Employment: _____

I AM WILLING TO COMMIT APPROXIMATELY _____ hours per month to NCHIMA Activities.

All NCHIMA officers, committee chairs and members, project/task force chairs, delegates, etc. are volunteers. These individuals volunteer their time, effort, and talents to serve the state association and regions. In order for an organization that is managed by volunteers to be successful, new volunteers are needed each year. The new volunteers provide fresh ideas and new perspectives on issues and projects.

A description of each Committee Chair and member's responsibilities are listed below: I would like to VOLUNTEER to serve the association and profession on the following committee/task force... (check all that apply)

Bylaws Committee; Chairperson: Delegate; Objective: Receive, review and develop proposed amendments to Bylaws and coordinate the updating of the NCHIMA Procedure Manual.

Membership Committee; Chairperson: President Elect; Objective: Strive to obtain new members to the Association, ensure that membership changes are posted to the state files, and maintain contact with all members regarding association concerns.

Nominating Committee; Chairperson: Director; Objective: Prepare an official ballot for election of officers of NCHIMA.

Program Committee; Chairperson: Vice President; Objective: Plan the program, accommodations and activities for an annual meeting of the North Carolina Health Information Management Assoc.

Publication Committee; Chairperson: Appointed; Objective: Prepare a state newsletter containing timely articles pertaining to the profession.

Education Committee; Chairperson: Appointed; Objective: Arrange mid-year educational programs, coordinate student scholarship process, and award continuing education credits for approved programs.

Legal Affairs Committee; Chairperson: Delegate; Objective: Monitor pending or proposed state and national legislation relative to the health information management profession and provide communication with the Association regarding such legislation; publish the NCHIMA Legal Reference Manual.

Public Relations Committee; Chairperson: Appointed; Objective: Promote the activities of the Association to make the general public aware of the; health information management profession and its contribution to the quality of the health information services for the welfare of the public.

Regional Liaison Committee; Chairperson: Regional Liaison; Objective: Maintain communication with the regions.

Awards Ad Hoc Committee; Chairperson: Director; Objective: Coordinate recognition awards.

Coding Task Force/Roundtable; Chairperson: Appointed; Objective: Plan and present coding workshops.

Strategic Planning; Chairperson: Delegate; Objective: Establish long and short term goals and objectives for NCHIMA.

Alliance Liaison; Chairperson: Appointed; Objective: To establish and coordinate contacts with key organizations and agencies within the state to promote NCHIMA mission and philosophy.

Allied Health Liaison; Chairperson: Appointed; Objective: To work with other allied health professionals representing HIM, providing; information and issues relating to the education, recruitment, and retention of HIM; professionals.

Webmaster; Chairperson: Appointed; Objective: To monitor and coordinate the functions and maintenance of the NCHIMA Web Site

Other (Please specify) _____

NCHIMA 2007-2008 Executive Board

President

Lisa Walter, RHIA
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MISSION STATEMENT

NCHIMA shall promote the quality, access, and security of health information in all healthcare settings for the benefit of the members, healthcare consumers, providers and other users of clinical data.

NCHIMA 2007-2008 Behavioral Health Board

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