



## MHIMA VOLUNTEER SIGN UP FORM

Come enjoy a cup of excellence with MHIMA as we work to set the standards and be a recognized leader in health information management practices technology, education, research and advocacy! Please consider signing up for an area of activity that interests you; there are many to choose from, and we hope you'll find a flavor and strength to your liking. We think you'll find the "nutritional value" of volunteering is high in quality and very satisfying! Just note your "coffee order" and a way we can contact you, and return this form to our MHIMA Executive Director's office by fax (218.724.1255) or to PO Box 16246, Duluth MN 55816.

### FLAVOR SHOTS

- Contacting/speaking at a local school
- PHR education/presentation
- Silent Auction Monitor (Annual Meeting)
- Speaker Introductions (Annual Meeting)
- Registration Table (Annual Meeting)
- MHIMA Booth Monitor (Annual Meeting)
- Writing an *Uplink* Article (e-newsletter)

### DOUBLE SHOT

- President-Elect\*
- President\*
- Treasurer\*
- Delegate Director\*

### DECAFFEINATED

- Silent Auction Chairs (Annual Meeting)
- Audit Committee\*
- Lunch & Learn Webinar Presenter
- Committee Membership (check the standing committee of interest)

### REGULAR

- Attracting Students Chairs
- Coding Education/Roundtable Chair
- Legislative Activities Chair
- Key Focus Area (KFA) Lead
- Secretary\*
- Past President\*

### ESPRESSO

- Marketing & Communication Chair(s)
- Legal Manual Chair(s)
- Annual Meeting Chairs\*

### STANDING COMMITTEES AND PROJECTS

- Coding Education / Coding Roundtable: develops coding toolkits, presents education at regional meetings and at our state meeting
- Planning for ICD-10 Implementation: develops webinar content and presents webinars, provides education at our regional and annual meeting
- Legal Manual Committee: updates our Legal Reference Manual based on changes in state and federal law
- Annual Meeting Committee: designs and coordinates the MHIMA annual meeting; speakers, vendor contacts, conference logistics
- Attracting Students Committee: contacts local high school guidance counselors and /or arranged to speak at a local high school, connects current HIM students to MHIMA annual meeting events
- Marketing & Communication: develops the website and assists with *Uplink* (e-newsletter) publication efforts, maintains branding standards and encourages/develops member involvement and volunteer recruitment communications
- PHR Education: provides PHR education presentations to local groups
- Legislative Activities: assists with member education on how a bill becomes a law, helps members to be active regarding legislation that impacts HIM, enhances the Legislative activities website page and monitors legislative activities
- eHealth Initiatives: assists members in determining what they need regarding eHIM, educates on eHIM and eHIM core competencies, develops eHIM user links for our website; monitors and reports on REACH and Meaningful Use initiatives within Minnesota

\*Represents an elected position or a position that is part of a two or three year volunteer commitment. Don't hesitate to express your interest. We'll contact you!

Name:	
Phone:	Email: