



MHIMA Uplink

May 2013

## Welcome!

Welcome to the **May 2013** issue of our MHIMA member and corporate partner e-newsletter, *Uplink*. We hope you enjoy our newsletter!

Feeling creative? Looking for some CEUs? We are always looking for authors of articles of broad interest to our MHIMA membership: about 500 words, worth **two (2)** CE credits for your original work. There are lots of "hot topics" in today's world of healthcare, Privacy & Security, e-HIM, ICD-10, etc. If you're interested in authoring an article, please contact MHIMA's [Executive Director](#).

Current and past issues of our e-newsletter are available under the [UPLINK E-NEWSLETTERS button](#) on our MHIMA website.

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## MHIMA Vision &

## President's Message



Ranelle Bauer, RHIT  
President MHIMA

Ranelle Bauer, RHIT, MHIMA President

Happy May!!!

Ronnie here! Ranelle's twin, the housekeeping lady. I really wish I could have gotten that medical record out of the room from my mother! Who knew that you had all these crazy rules around records? I wish they didn't have the electronic copy of the Legal Manual to go by! I guess that is why they get paid the "big" bucks! Oh well! I did

get a great robe out of the deal!

In all seriousness, I had a wonderful time at our Annual Meeting. It was a huge success! We had to turn people away. In all the years that I have been volunteering, I think this is a first for us!

It is such a pleasure to meet all of the fabulous people at these meetings. I love connecting with friends that I only see once a year. I love the networking and meeting the vendors. We had some really great vendors this year! I really took joy out of meeting new people.

## Mission



**Vision:** The Minnesota Health Information Management Association, together with AHIMA, will set the standard and be the recognized leader in health information management practices, technology, education, research, and advocacy.

**Mission:** MHIMA is committed to the professional development of its members through education, networking, and life-long learning. These commitments promote high quality health information and benefit the public, health care providers, and other clinical data users.

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## MHIMA Member Spotlight

Greetings from the Marketing and Communications Committee!

It is our goal to highlight MHIMA members as a fun and interesting way to get to know our diverse and multi-talented group. Want to be in the spotlight? Know someone who should be? Please send names of individuals you would like to know more about, or volunteer yourself to "be in the spotlight"

We didn't win the bean bag toss, but what a fun event. It was healthy competition! Congrats to Brian Erickson and Jamie Ranck for winning the boards. I hope we do more events like this!

Check out Facebook for some great pictures.

We have our transitional board meeting coming up in June. This is the meeting that we start to pass the torches to the new board members.

Enjoy the great weather we are finally having!

Ranelle Bauer, RHIT

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## The 2013 Annual Meeting Was a Success!



MHIMA's 2013 Annual Meeting was held April 24 -26, 2013 at the Grand Casino Hotel in Hinckley, Minnesota. With over 450 attendees, it was an exciting and rewarding event. Many compliments were received from attendees, speakers, and exhibitors.

Highlights have been posted to the MHIMA Website under the Annual Meeting page, and to MHIMA's Facebook account.

Thank you to the Annual Meeting Co-Chairs, Katie O'Hearn and Heather

in our monthly e-newsletter.

Criteria for suggested individuals might be, but is certainly not limited to:

New MHIMA member  
New to active involvement with MHIMA  
MHIMA member with an interesting or unique job

Forward your suggested name(s) to [Jon Cloutier](#) or [Amanda Maas](#).

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## Updated AHIMA PPE Guide - Professional Practice Experience

AHIMA updated the PPE Guide for Professional Practice Experience in 2012. This guide provides comprehensive information and best practices to students, academic faculty, HIM programs, and practitioners on the expectations for the professional practice experience that students undertake during their HIM academic program.

This update includes greater emphasis on distance education programs and examples of possible sites and project work in non-traditional HIM settings. In addition, the guide contains information on PPE content and length, the importance of work

Hodgson, for an outstanding job organizing the event! Thanks also to our Marketing and Communications Committee Co-Chairs, Amanda Maas and Lorna Clodfelder for hosting a successful MHIMA booth, and to Joy Schmitt and Christina Wallner for coordinating the Silent Auction.

Our Silent Auction this year had over 40 items, and raised \$3404 for the Minnesota Student Merit Scholarship Fund at the AHIMA Foundation. Thank you to the donors and bidders for your generous contributions to this fund.

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## 2013 Board of Directors Election Results

The 2013 MHIMA Nominating Committee is pleased to announce the results of our recent electronic ballot:

- **President-Elect: Jean MacDonell, RHIA**
- **Secretary: Amanda Maas, RHIA, CHPS**
- **Treasurer: Katie Massen, RHIA**
- **Delegate Director: Madonna LeBlanc, RHIA, MA**
- **Delegate Director: Kristi Lundgren, RHIA**

We had a 22.56% voter response this year. Thank you to everyone who voted! The newly elected officers, board members and audit committee members will be recognized at our annual business meeting on April 25, 2013, and will assume their elected positions on July 1, 2013.

The Nominating Committee joins all MHIMA members in congratulating those elected, and we thank all those who placed their names on the ballot and were not elected this year.

Gina Sanvik, RHIA  
Past President, MHIMA  
2013 Nominating Committee Chairperson

behaviors, and student feedback and advocacy projects.

If you are interested in hosting a student in a professional practice experience, or want to learn more about the HIM education process or access the PPE guide on our MHIMA website, click [here](#).

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### Staying Connected with MHIMA

Want to stay connected with MHIMA? Be sure your AHIMA profile information is up-to-date.

When is the last time you reviewed the information in your AHIMA profile? Have you changed positions? Do you have a new email address? Have you recently moved? MHIMA depends on the member information in your AHIMA profile on a regular basis, including how we communicate with you.

Take a couple of minutes today and visit the [AHIMA website](#), log in with your seven-digit AHIMA member number and your last name, and click on "My Profile/Dues Renewal." Review all of the sections and update any old information.

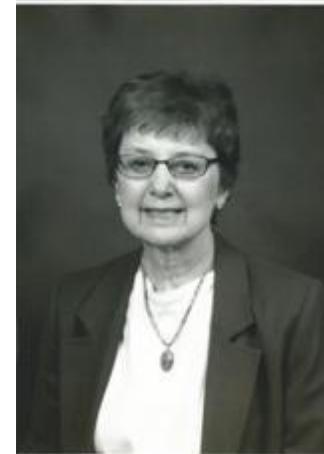
In the section for **Component State Association (CSA) Selections**, may we ask that you check "YES" to select e-mails about products and

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## 2013 Distinguished Member Honored: Carolyn Gaarder, MA, RHIA

**Carolyn Gaarder, MA, RHIA** was honored at the MHIMA Annual Meeting in Hinckley, MN on Thursday, April 25, 2013. Carolyn is the HIT Program Director at Minnesota State Community & Technical College, has served on the AHIMA CAHIIM and MyPHR Campaign, and has been a regional President of Region C. She was instrumental in maintaining the AAS program at the Minnesota State Community & Technical College. She has been a dedicated educational leader and mentor for 25+ years, helping students find their strengths and building on their progressive confidence. Carolyn earned her bachelor's degree in HIM from The College of St. Scholastica and her master's from Moorhead State University.



Carolyn Gaarder, MA, RHIA  
2013 Distinguished Member

Carolyn received her award at the Annual Business Meeting and was honored by a luncheon and reception immediately following the meeting. Carolyn's heart-warming speech during the reception brought many members back in time to their earlier years of professional involvement, and spoke of the dedication she has shown towards helping her students succeed.

The Fargo Forum announced Carolyn's award in their Business Section on Saturday, April 27.

Here is a thoughtful note from Carolyn, received at the MHIMA office:

services and "yes" to Postal Mailings. "CSA" stands for the state that you want to be associated with as an AHIMA member. MHIMA uses email as our primary method of communication, and occasionally land mail. If you check "no" in either of these options, you don't receive either type of communication from MHIMA.

Remind your colleagues to update their profile as well.

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## MHIMA Job Bank

Are you seeking a job? Are you an employer looking for a potential employee? Is your facility looking for someone with a skill set of MHIMA members?

Be sure to check out the MHIMA Job Bank Network on our website, which continues to be very popular. New positions are posted on a regular basis. On the Job Bank page, you'll find information about registering as a "job seeker" or as an "employer." Check us out often!

**Job Seekers:** There is no fee to register.

**Employers:** Job posting fees are very reasonable and position postings are open to everyone visiting our Job Bank as a job seeker. E-blasts of job announcements are available for purchase and reach a targeted

"To MHIMA members -

*Being selected by my colleagues for the Distinguished Member has been one of the most wonderful surprises of my life. I am truly honored and the award will always grace my office.*

*Sincerely,*

*Carolyn Gaarder"*

Congratulations, Carolyn on this wonderful career achievement!

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## 2013 Scholarship Winners Announced

The MHIMA Scholarship Committee has selected the following students to receive Minnesota Merit Scholarships:

### **RHIT Program:**

Shannon Nelson, Thief River Falls, MN  
Minnesota State Community & Technical College  
\$750

Jody Trisko, Rockford, MN  
Rasmussen College  
\$750

Lisa Lockhart, Hudson, WI  
St. Paul College  
\$500

audience of MHIMA members who receive emails.

Click [here](#) to visit the MHIMA Job Bank.

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### **Stay Up-to-Date with MN e-Health**

If you aren't receiving the weekly electronic MN e-Health Update newsletter, consider signing up for it. This publication, from the MN Department of Health, keeps you current with issues related to e-health, including HITECH, Meaningful Use, Privacy & Security and others. You'll also find links to e-Health resources available for your use. To subscribe, click [here](#).

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### **MHIMA Promotional Items**

Stop at the MHIMA booth to check out the new MHIMA promotional items which will be available at the Annual Meeting in April! Limited quantities will be available so you won't want to miss out!

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Rebecca Heggestad, Richfield, MN  
National American University  
\$500

#### **RHIA Program:**

Kayla Zirbes Duluth, MN  
The College of St. Scholastica  
\$1000

#### **RHIA & CIS:**

Darcee Roeschlein, Wahkon, MN  
The College of St. Scholastica  
\$1000

#### **Master's Program:**

Kristi Lundgren, Cottage Grove, MN  
The College of St. Scholastica  
\$1500

Congratulations to these deserving students who were recognized at the Annual Meeting on Thursday, April 25. Watch the June issue of *MHIMA Uplink* for essays from these students.

The Minnesota Student Merit Scholarship Fund at the AHIMA Foundation is supported by MHIMA's Annual Meeting Silent Auction proceeds and also by direct donations. If you missed the Annual Meeting, but want to donate directly to the scholarship fund, please contact the [MHIMA Executive Director](#). Donations are encouraged and appreciated!

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## **It's Here ... the 2013 MHIMA Legal Reference Manual!**

The 2013 electronic MHIMA Legal Reference Manual is now available for purchase. There are many changes with the 2013 revision, most notable the format. The manual will no longer be purchasable on CD. Instead we are going live with an electronic subscription. There are also a variety of content changes including the consolidation of information as well as the addition of new information including:

- Chapters 1: *Health Care Records* and 2: *Retention* have been consolidated and are together Chapter 1: *Legal Health Record*.
- The section titled *ARRA* is now Chapter 2 with added information about the HITECH Act.
- Chapter 4: *Legal Proceedings* has new information regarding criminal proceedings
- Chapter 5: *Disclosure/Release of Information and Patient Access* has new information on Third Party Record Reviewers, Government Audits, DMEPOS, and Genetic Information.
- Chapter 9: *Home Care and Hospice Records* has updated information throughout the chapter
- Chapter 12: *HIPAA* rearranged and added information to better reflect 45 CFR 164
- Updated *Disclosure and Tracking Matrix, Websites/Links and Mergers and Acquisitions* addendums

The Legal Reference Manual Committee held an educational session at the annual meeting on Thursday, April 25<sup>th</sup> titled “Add Value to Your Organization: 2013 MHIMA Electronic Subscription Legal Reference Manual”. The committee was also be available at the MHIMA Booth to answer questions and demonstrate the manual. Demonstrations will also be held at the Rural Health Conference and Minnesota e-Health Summit in June.

There is a new webpage for the Legal Reference Manual on MHIMA's website.

From the main page click the Legal Manual button in the left column. There is a list of pricing options and frequently asked questions for your convenience, as well as the link for ordering the manual. Here is the link:

<http://www.mnhima.org/aboutus/aboutus9.html>

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## **MHIMA Is on Facebook!**

Please check out the new MHIMA page on Facebook! To find the MHIMA page, search for MN Health Information Management. Click “Like” to start receiving our MHIMA page updates!

We are looking to use this tool as another way to communicate to our members. So far, the following items have been added to the page:

- Calendar of Events
- Notes/Member Spotlights
- Pictures
- Uplink Article Reminders

The Marketing & Communications Committee is continuously adding new information to the page and we are always looking for ideas. If you have any suggestions regarding the Facebook page, please email [marketing-communications@mnhima.org](mailto:marketing-communications@mnhima.org) or send us a message using Facebook!

Sincerely,  
Amanda Maas, RHIA, CHPS  
Marketing & Communications Committee Co-Chair

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## **Lunch 'n Learn Webinar: Health Information Exchange - An Evolving Territory**

Wednesday, June 5, 2013 from noon to 1 pm.



Health Information  
Exchange Webinar

HITECH has brought the promise of improved data capture and quality of patient care, all while lowering costs. Health Information Management (HIM) professionals have long been responsible for creating and managing healthcare data, but today are faced with new challenges when exchanging data on a grand scale.

During this presentation, attendees will learn what is driving HIE and the challenges that impact healthcare. This session is excellent for professionals who want to better understand HIE and how data is being shared. In addition, we will explore current and future day-to-day operations and emerging job roles in this evolving territory.

### **Learning Objectives:**

- **Examine the history and definitions behind health information exchange (HIE).**
- **Compare and contrast various types of HIEs operating in the industry today.**
- **Explain the technology choices being used to transport data and information between healthcare providers.**
- **Describe “meaningful choice” and identify potential**

**changes to use and disclosure of protected health information (PHI).**

- **Discuss the future of HIE and what it means to the HIM professional in terms of challenges and opportunities.**

Julie Dooling, RHIA is a Director with the American Health Information Management Association (AHIMA). In her role, she provides professional expertise on health information management (HIM) practice issues and is a subject matter expert in the areas of health information exchange (HIE), personal health records (PHRs), document management and imaging, transcription and disaster planning and recovery.

With over 30 years of healthcare experience, Dooling has fulfilled various roles. In addition to owning and operating a transcription service, she served as HIM Manager for a large integrated healthcare delivery system where she participated in the implementation of an electronic health record. Before coming to AHIMA in 2010, she provided sales support and operational management for leading document management vendors, serving the U.S. and Canada.

Ms. Dooling holds a Bachelors of Science in Health Information Administration from the University of Cincinnati. Actively involved in her state component association, Dooling previously held the offices of Director of Marketing and President-Elect for the Missouri Health Information Management Association (MOHIMA).

[Register Securely Online](#)

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## **AHIMA Triumph Award Nominations Due**

Here is our opportunity to show appreciation to outstanding individuals who contribute to the HIM profession and its members. These professionals deserve to be acknowledged for their contributions in education, leadership and advocacy to name a few. You are the key to helping us seek out these worthy individuals who are waiting to be recognized. Please consider nominating an outstanding individual or individuals for the award categories of Distinguished Member or Rising Star Awards, but did you know you can also nominate individuals, groups, or “teams,” for the Champion Advocacy and Public Policy, Community Outreach, Educator, Leadership, Literary Legacy, Mentor, Pioneer, Research, and Student awards? We would like to see each CSA nominate 3-5 members from your membership for these awards.

It all starts with a nomination. It's easy to show your appreciation for the outstanding contributions of a remarkable individual or group. Simply review details of the award categories by visiting <http://www.ahima.org/about/triumphawards.aspx>. Next, complete the [online nomination form](#). Nominations for 2013 are due by June 3, 2013. Make sure your nominee (s) has a chance at the recognition they deserve. If you have any questions, please contact [Marilyn.Render@ahima.org](mailto:Marilyn.Render@ahima.org) or (312) 233-1161.

The 2013 AHIMA Triumph Awards will be presented at AHIMA's Annual Convention and Exhibit in Atlanta, GA on Monday, October 28, 2013. The AHIMA Triumph Awards are sponsored in part by.

*Visit the website for further details*

<http://www.ahima.org/about/triumphawards.aspx>

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## MHIMA Region B Announces New Officers

At their recent election, MHIMA Region B elected the following officers for the 2013-2015 term:

President: Ryan Johns, RHIA, Grand Itasca, Grand Rapids, MN

Vice President/Treasurer: Brooke Palkie, MA, RHIA, College of St. Scholastica, Duluth, MN

Secretary: Savannah Matuszak, RHIA, Essentia Health, Duluth, MN

These officers take office beginning July 1, 2013.

Congratulations!

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## MHIMA Member in the Spotlight

The MHIMA Member in the Spotlight for May is Therese McCarthy

Title: Director, HIM, HealthEast Care System

My job entails overseeing HIM functions at four HealthEast Hospitals and advising clinic staff on HIM related areas. HIM functions that I oversee include scanning, release of information, EMPI Office; Transcription, Deficiency Tracking and Birth Certificate Completion.

As a Director at HealthEast 9am-11am is considered a “no-meeting” zone. This time is for managers to observe staff huddles and coach staff on our problem solving and metric tracking. Much of my day is spent connecting with other departments on projects and new initiatives and implementation of our enterprise-wide EHR. I am also on the faculty at St. Catherine’s University and teach an HIT course that is offered in the fall. I enjoy the opportunity to meet the students and always learn so much from them.



Therese McCarthy,  
RHIA

I am an RHIA and received my BS from the College of St. Scholastica. I have been an HIM Department Director for my entire career starting at St. John's Hospital in Red Wing and eventually moving to the HealthEast Care System.

I enjoy working with technology to improve HIM contributions to patient care and the organization's information needs.. I love to learn about how various systems communicate with each other. Working with interfaces, mappings, HL-7, tables and databases are replacing the satisfaction I used to get from a neat and organized color-coded file room. I am honored to work in a profession that seeks to continually improve the accuracy and timeliness of health information while also being a voice for health information privacy.

Through MHIMA I have formed lifelong friendships. The work we do is challenging and important. Whenever I volunteer for MHIMA I have formed special bonds with others that comes from shared experiences, challenges and success.

I enjoy cross country skiing in the winter and biking in the summer; reading and traveling all year round! I treasure the time I spend with my family which includes three adult children. I am blessed that my parents and most of my siblings live in Duluth so take several trips up north every year. My family vacations annually at Itasca State park and this has become one of my favorite places to go for relaxation, biking, kayaking and family reunions.

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## **Coming Soon: ICD-10-PCS Flashcards Go Mobile**

A mobile version of AHIMA's educational [ICD-10-PCS Flashcards](#) will be available soon for Apple devices and the Android phone, demonstrating the

power of technology to transform learning, energize coding communities, and inspire innovative learning and thinking. The first step in mastering ICD-10-PCS is to become familiar with the terminology, structure, and format of the new code set. The app covers 31 medical and surgical root operations and the seven approaches, along with 16 cards that illustrate the character values of each of the of ICD-10-PCS sections, and will allow coding professionals to master ICD-10-PCS principles directly from an Android phone, Apple iPhone, iPad, or iPod Touch.

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## Updated Maximum Charges for Patient Records - 2013

The Minnesota Department of Health has published the **Maximum Charges for Patient Records** February 2013, confirming the annual determination of maximum charges for patient records. When section 144.292 of the Minnesota Statutes applies, the maximum charges for 2013 are \$1.30 per page for copy charges and \$17.21 for retrieval fees. Pursuant to statute, these limits do not apply to x-rays. The provider may charge a patient no more than the actual cost of reproducing x-rays, plus no more than \$10 for the time spent retrieving and copying the x-rays.

You can obtain a copy of the February 2013 document by clicking [here](#).

<h2>Enroll now for spring 2013!</h2>	
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