



MHIMA Uplink

December 2012

Welcome!



Welcome to the **December 2012** 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.

President's Message



Ranelle Bauer, RHIT
President MHIMA

Ranelle Bauer, RHIT, MHIMA President

As the holidays approach, I hope everything is well with you and your families! I also hope everyone is dug out from the snow!

It is with great sadness that I have to announce the resignation of one of our board members. Katie Miller has effectively resigned on December 1st. While it is sad to see Katie go, we have to move on. Upon review of the by-laws and board discussion, we have appointed Gina Sanvik as our voting member for AHIMA voting until the new board steps in. Jean MacDonell will take over the scholarship committee with help from the others. We will be posting for two delegate directors on our next ballot, which is coming soon. We wish Katie luck in the future.

We are still looking for a venue for 2015. We have a few more RFP's to look over and hope to have a location soon! The annual meeting committee is planning a great meeting for April. Please look forward for e-blasts and other communication around this.

We also hope to have exciting things for you around the legal manual in April. We are looking into different ways to give this information to you in a more timely fashion!

Please have a safe and happy holiday season. And may all your wishes come true!!!

Ranelle

[Back to Top](#)

MHIMA Vision & 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.

[Back to Top](#)

MHIMA Member Spotlight

Greetings from the Marketing and Communications Committee!

We continue this month highlighting another of our MHIMA members as a fun and interesting way to get to know our diverse and multi-

The MHIMA Member in the Spotlight for December is LT Amanda Deering, RHIA Title: Health Information Technician

As an Officer in the United States Public Health Service, my job is to protect, promote and advance the health and safety of our Nation by working with and serving the underserved populations. I currently work for the Bureau of Prisons (BOP) where my main responsibility is to work closely with our contract physician to maintain the compliance of the inmate population chronic care clinic. Other duties include processing internal and external medical records requests, scheduling inmate medical trips, scanning and various other clerical duties. As an officer in the Public Health Service, I have the opportunity to be able to serve our country in a non-combatative fashion.

I am an RHIA with a Bachelor's degree in Health Information Management and a minor in Computer Information Systems from The College of Saint Scholastica. I began my HIM career in a traditional position as a Clerical Supervisor/EHR Specialist at Fairview Range Regional Health Services in Hibbing, MN. Being a new grad I learned so much there and grew both personally and professionally. It was very rewarding to be a part of a team



LT Amanda Deering,
RHIA

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" 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](#).

[Back to Top](#)

Updated AHIMA PPE Guide - Professional Practice Experience

AHIMA recently updated the PPE Guide for Professional Practice Experience. 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

involved in the planning and implementation of their electronic medical record. After nearly two years in Hibbing, I transitioned into my current non-traditional position with the Bureau of Prisons. Although a very intimidating change, I am so thankful I "took the leap" as it has opened so many doors for me! Now that I am settled into my current role, I am looking toward the future and planning to go for my Master's Degree and continue to strive to advance in both the Public Health Service and Bureau of Prisons.

I am very interested in the Bureau Electronic Medical Record (BEMR) Workgroup. The BOP's electronic medical record is fantastic. Although the challenge of transitioning toward an electronic medical record was exciting, it was a breath of fresh air to come to a facility that was almost entirely electronic. BEMR is user friendly, easily reportable and is constantly being upgraded by the BEMR workgroup. One of my future aspirations is to work for this workgroup as I enjoy a technological challenge!

MHIMA is a great organization to be involved with. The wealth of knowledge and abundance of resources gained through being a member is priceless. If there is a subject matter I am looking for information on, I know MHIMA will have just what I am looking for. Attending the annual meeting and regional meetings is inspiring and helps me to set goals to grow as a professional.

My favorite place to be is outdoors. I enjoy hiking, running, camping, kayaking, gardening or painting to name a few of my favorite activities. I also have a wild passion for anything to do with art. My creative mind is always on the go as I am inspired in finding a new purpose for "old" or "broken" things, the perfect collaboration with my green mindset! With an adventurous outdoorsman for a husband, we enjoy traveling to seek out sunshine, camping and the next rock to ascend. I am so fortunate to be able to travel and appreciate learning something new and growing with each trip. When I'm not on the go, I enjoy spending time with my family, friends, and most of all, my pets!

I am an enthusiastic person and do my best to motivate others. As cliché as it sounds, I often remind myself that you CAN do anything you put your mind to. It is easy to get discouraged and caught up in the everyday grind, but with the right attitude and support network, set your goals and let the sky be the limit!

[Back to Top](#)

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 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](#).

[Back to Top](#)

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

2013 MHIMA Student Scholarships

MHIMA is pleased to once again remind our eligible students of our 2013 MHIMA Scholarship. This scholarship is based on merit and not on financial need.

Who is eligible to apply for a scholarship? A Minnesota resident, or an AHIMA member with Minnesota designated as their state, who is enrolled in an in-state or out-of-state HIM program. Applicants must have completed 50% of one of the following:

- Accredited health information technology or health information management program
- Graduate program related to HIM in a college or university accredited by a nationally recognized accrediting agency
- Coding certificate program
- AHIMA coding basics interactive campus program

All applicants must have a cumulative GPA of 3.0 (out of 4.0), and must be a member of AHIMA.

The application process includes:

- Completing the MHIMA Scholarship application document
- Providing a letter of recommendation from a faculty advisor, faculty member or mentor
- Providing verification from your Program Director that you are in your last year and are expected to graduate
- Providing a written essay of between 300-700 words under the title: "How I Will Use This Degree to Advance the HIM Profession"
- Providing an official school grade transcript that indicates your cumulative GPA

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 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.

[Back to Top](#)

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.

You can find links to all of the scholarship application documents from our website Scholarship page: <http://www.mnhima.org/aboutus/aboutus8.html>. Program Directors from all of our Minnesota HIT/HIM programs have received information about our Scholarship program as well.

The exact amounts of the scholarship awards depend on yearly contributions to our MHIMA Scholarship Fund; however, past awards have been between \$500 and \$1500.

Scholarship winners will be announced in April 2013, and the scholarships will be recognized at our MHIMA Annual Meeting on April 25, 2013, at Grand Casino Hinckley Hotel and Convention Center, Hinckley, Minnesota. The person being awarded the scholarship will be eligible to attend our Annual Meeting on Thursday, April 25, 2013, at no cost. (MHIMA will not reimburse for any associated expenses to attend the meeting, such as hotel, meals, or travel.) The actual scholarship checks will be forwarded to the winners from the AHIMA Foundation, which holds our MHIMA Student Merit Scholarship Fund dollars. Winning essays will be published in the June issue of MHIMA's electronic newsletter, *Uplink*.

All application materials must be received on or before February 28, 2013. No applications will be considered after this date.

If you are eligible to apply for a scholarship, we encourage you to consider this opportunity.

Best regards,

Jean MacDonell, RHIA
2013 MHIMA Scholarship Program Chairperson

[Back to Top](#)

Scholarships Available for a New Certificate in Public Health

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 audience of MHIMA members who receive emails.

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

[Back to Top](#)

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](#).

[Back to Top](#)

MHIMA Promotional Items

We have discounted the prices on our MHIMA logo navy crewneck sweatshirt and our navy button down shirt. A limited quantity of these items are available to purchase by visiting our [MHIMA Store](#) on our website to order. We also

Informatics at the University of Minnesota School of Public Health

Scholarships for 100 per cent of tuition and fees or \$10,000 (whichever is less) are available to applicants to this new 17 credit certificate, launching in January and open to students with a Baccalaureate-level degree or higher. The certificate is designed to be completed in 12 months and to prepare students to manage public health information systems, including vital statistics systems, online analytic processing tools, immunization registries, population health surveillance, community health information networks, and electronic public health data interchange. Contact Daniel Chan (danielchan@umn.edu) for information on curriculum, admissions, and application process.

Application deadline is extended to December 21, 2012 and application information is available at <http://www.sph.umn.edu/programs/certificate/informatics/>. This program is supported by the University Partnership for Health Informatics (UP-HI) through funding provided by the Office of the National Coordinator for HIT.

[Back to Top](#)

2013 Call for Nominations for Board of Directors

The MHIMA Nominating Committee is seeking names of individuals interested in having their names placed on the ballot for our MHIMA 2013 election. Positions open are:

- President-Elect (3 year term)
- Secretary (1 year term)
- Treasurer (2 year term)
- Two (2) Delegate Directors (2 year term)

Nominees for President-Elect must be active MHIMA members with an AHIMA-approved credential, have been a MHIMA board member within the last five years, a MHIMA committee chair within the last three years, or active in an AHIMA volunteer role within the last three years. This is a significant leadership position,

have a limited quantity of our MHIMA Coffee Mugs with Spoon which could be great collector's items some day! Our MHIMA logo items make a great gift for yourself or a colleague, or to honor someone's achievement. Hurry while quantities are still available!

[Back to Top](#)

expected to provide 80+ volunteer hours per year. Serves as a MHIMA delegate to the AHIMA House of Delegates (HOD). Attends AHIMA's leadership and team talks events. As President, has responsibilities on a weekly basis, including chairing the bi-monthly MHIMA Board meetings, leading the annual MHIMA strategy planning meeting, presiding at the MHIMA annual business meeting, as is the chief delegate to the AHIMA HOD. Some travel is required, both in-state and to AHIMA events. As Past-President, chairs the MHIMA Nominating Committee and serves as the KFA for Advocacy and Collaboration.

Delegate Director nominees must be active MHIMA members with an AHIMA-approved credential, have been a MHIMA committee chair, held another elected office, or have been a regional officer within the last three years. These positions are expected to provide 80+ volunteer hours per year. Delegate Directors chair the MHIMA Bylaws Committee, Scholarship Committee, and provide liaison to the regional associations. They serve as MHIMA delegates to the AHIMA HOD and attend AHIMA's leadership and team talks events. Some travel is required, both in-state and to AHIMA events.

Secretary nominees must be active MHIMA members with an AHIMA-approved credential. This position is expected to provide 15-40 volunteer hours per year. The Secretary attends all Board, planning and annual business meetings, takes minutes, and participates in all Board decision making. Some travel may be required in-state to Board and planning meetings.

Treasurer nominees must be active MHIMA members with an AHIMA-approved credential. This position is expected to provide 40-80 volunteer hours over a two-year term. The Treasurer attends all Board, planning and annual business meetings, attends and chairs Finance Committee meetings, attends annual budget meetings, and reviews periodic financial reports presented to the Board. The Treasurer presents the annual Treasurer's Report to the membership at the Annual Meeting. The Treasurer receives monthly bank statements, confirms reconciliation of money market account with Executive Director. The Treasurer confirms that all required tax returns are completed and filed as required. Some travel may be required in-state to Board and planning meetings.

The election occurs in March and the elected positions take office on July 1, 2013.

If you are interested, or want to recommend someone for consideration, please contact [Gina Sanvik](#) no later than January 27, 2013.

[Back to Top](#)

Call for Nominations for 2013 Distinguished Member

The MHIMA Nominating Committee, chaired by Gina Sanvik, Past President, is seeking your recommendation for an individual deserving of being recognized as MHIMA's 2013 Distinguished Member. This is a way to recognize excellence within our professional association.

The 2013 Distinguished Member will be celebrated on April 25, 2013, at our annual meeting at the Grand Casino Hinckley Hotel and Convention Center.

Eligibility for Nomination: Candidates must have been an active member of MHIMA for five (5) years or longer and whose record of contributions to our field is truly exceptional. Qualified nominees must be MHIMA members at the time of nomination, and have made an outstanding contribution to our profession in one or more of the following leadership areas:

- Volunteer service to our association, as an officer, director, committee chair or member, project or task force chair or member, CoP facilitator, or representative of the HIM field at governmental or state healthcare associations
- Outstanding achievement in professional practice through leadership in a specialty area or innovative approaches to methods improvement
- Leadership in education through regular presentations at HIM conferences or other educational events, respected instructor in academic HIM programs, or development of teaching strategies
- Contributions in research or published materials such as authorship, editing, or service on editorial boards for journals, books and other publications that advance the HIM profession

Submit names of nominees no later than February 15, 2013 to [Gina Sanvik](#). To view the list of previous MHIMA Distinguished Members, [click here](#).

[Back to Top](#)



Save the Date for 2013 Annual Meeting at Grand Casino Hotel in Hinckley, Minnesota!

MHIMA's 2013 Annual Meeting is scheduled for April 24 -26, 2013 at the Grand Casino Hotel in Hinckley, Minnesota. The Annual Meeting Committee is already working hard on the plans for the meeting. Heather Hodgson, RHIA and Katie O'Hearn, RHIA,

CCS-P are heading up the committee this year as Co-Chairs, with assistance by Past Co-Chairs, Jen Callendar, RHIA and Brielle Wolf, RHIA.

The theme for next year's annual meeting is "HIM:Champions of Change."

The Call for Speakers is posted on the MHIMA Website. There is still room for a few more speakers. If you know of any individuals who can present on a recent project or current topic pertinent to HIM members, please contact [Katie O'Hearn](#) or [Heather Hodgson](#).

Mark your calendars now!

[Back to Top](#)

Updated Maximum Charges for Patient Records

The Minnesota Department of Health has published the **Maximum Charges for Patient Records** February 2012, confirming the annual determination of maximum charges for patient records. When section 144.292 of the Minnesota Statutes applies, the maximum charges for 2012 are \$1.27 per page for copy charges and \$16.82 for retrieval fees.

You can obtain a copy of the February 2012 document by clicking [here](#).

[Back to Top](#)

MHIMA 2011 Legal Reference Manual

Do you have legal HIM questions? Do you wish there was a convenient reference you could have on your desk to answer many of them? The 2011 MN Legal Reference Manual on CD is ready to help you and is available for purchase!

The manual is a great resource for everyone in the field of HIM, regardless of your work setting. It pertains to all areas of HIM. Various chapters include topics such as health care records, record retention and storage, reporting requirements, legal proceedings and requests, disclosure of health information and patient access, consents, behavioral health records, long term care records, home care and hospice records, ambulatory care records, risk management, HIPAA, research, and medical identity theft. Feel confident in your research and decision making using MHIMA's MN Legal Reference Manual.

The co-chairs of our MN Legal Reference Manual committee are Andrea Heikkinen, RHIA, and Susan Schanno-Foss, RHIT. Email questions pertaining to the Manual or suggestions for improvements in the next edition (coming in 2013) to both [Andrea](#) and [Susan](#).

Attention Students: MHIMA supports students of HIM and offers a special discounted rate for AHIMA students who want to purchase the legal reference manual.

MN Legal Reference Manual pricing:

\$150 MHIMA/AHIMA members (from sales tax-exempt organizations)

\$200 non-members (from sales tax-exempt organizations)

\$90 student members of AHIMA with MN as their designated state and enrolled in a tax-exempt educational program

Individuals ordering from organizations who are not MN sales tax-exempt will be charged MN sales tax in addition to the prices listed above. Tax-exempt organizations must have a

copy of their MN sales tax exemption form on file in the MHIMA Executive Director office.

For more information and to order, click [here](#).

Enroll now for spring 2013!	 The College of <i>St. Scholastica</i>
B.S. and M.S. Health Information Management	LEARN MORE →

Advertisement

[Back to Top](#)

 Unsubscribe  Communication Preferences

This email was sent to **[:contact_email:]** by **[:queue_from:]**.

Minnesota Health Information Mgmt Association | PO Box 26 | Cromwell, MN | 55726

