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It is hard to believe that it is the New Year and that spring is just a few short months away! As spring approaches the Annual Meeting Chairs and Committee members are busy finalizing the exciting agenda.

Please keep an eye out for registration for the Annual Meeting and plan on attending. The Nominating Committee is accepting nominations for our MHIMA Board Ballot as well as taking nominations for the Distinguished Member and our two new awards! Please be sure to submit your nominations and most important vote in the upcoming election.

Thank you to the Legal Manual Committee for publishing the recent updates to the MHIMA Legal Manual. With the help of our amazing volunteers we have an excellent tool to utilize. Also, thank you to our Coding KFA’s for providing great coding webinars throughout the year.

Thank you to everyone who took time to read and comment on the Health Information Management Reimagined (HIMR) white paper. We look forward to hearing from AHIMA on what the next steps will be and will keep everyone informed as we hear more.

Wishing everyone a happy, healthy, and successful 2017! We have an exciting year ahead of us and look forward to seeing everyone at that Annual Meeting!

Please feel free to contact me at any time with questions or concerns kmlundgren430@gmail.com

Cheers!

Kristi Lundgren, MS, RHIA
Call for Nominations for Board of Directors and Audit Committee

The MHIMA Nominating Committee is seeking nominations and volunteers interested in having their names placed on the ballot for our MHIMA 2017 election. Positions open are:

- President-Elect (3-year term)
- Delegate Directors – 2 members (2-year term)
- Treasurer (2-year term)
- Secretary (1-year term)
- Audit Committee – 1 member (2-year term)

Eligibility:

- All Board-elected nominees must be active MHIMA members with an AHIMA-approved credential.
- Additionally, nominees for the offices of President-Elect and Delegate Director must have either: held another BOD-elected position, have served as a MHIMA committee chair, have been a regional officer or served actively in an AHIMA-volunteer role within the last three years.

The election occurs in March and the elected positions take office on July 1, 2017. If you have questions about volunteering, are interested in volunteering, or want to recommend someone for consideration, please contact Laura Blabac at lebMHIMA06@gmail.com no later than February 3, 2017.
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<tr>
<th>Office</th>
<th>Duties</th>
<th>Estimated time/commitment</th>
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| President-Elect  | Duties and responsibilities vary by term year. General duties of Presidency include:  
• Plans/attends or chairs all BOD meetings, strategic planning meetings and annual business meeting  
• Works with Executive Director on BOD meeting agendas  
• Coordinates any contract reviews held by MHIMA  
• Attends AHIMA leadership symposia (summer, spring in tandem with Capitol Hill Day)  
• Serves as delegate to the AHIMA HOD  
• Facilitates/makes appointments for committees and/or role assignments                                                                                     | • 100+ hours annually  
• Travel required  
• 3-year commitment (President Elect, President, Past-President)                                                                                               |
| Delegate Director| • Chair the MHIMA Bylaws Committee, Scholarship Committee, serve as liaisons to the regional associations.  
• Serve as MHIMA delegates to the AHIMA HOD and attend AHIMA’s leadership symposium.  
• Attends the BOD, planning and annual business meeting  
• Attends the Regional meetings for assigned regions/presents AHIMA or MHIMA strategies/updates                                                                                                             | • 80+ hours annually  
• Travel required (in-state and to AHIMA-events)  
• 2-year commitment                                                                                                                                                |
| Treasurer        | • Attends all BOD, planning and annual business meetings  
• Chairs Finance Committee meetings  
• Attends annual budget meetings  
• Reviews periodic financial reports presented to the Board  
• Receives monthly bank statements, confirms reconciliation of money market account with Executive Director, confirms all required tax returns are completed and filed as required  
• Presents the annual Treasurer's Report to the membership at the Annual Meeting.                                                                                   | • 40 – 80 hours annually  
• Some travel required (to BOD and planning meetings)                                                                                                                                                                      |
| Secretary        | • Attends all BOD, planning and annual business meetings  
• Takes meeting minutes, ensures distribution  
• Participates in all BOD decision-making                                                                                                                         | • 10 – 40 hours annually  
• Some travel required (to BOD and planning meetings)                                                                                                                                                                      |
| Audit Committee  | • Works with the MHIMA Board to determine the frequency of external vs. internal auditing of MHIMA’s financial records.  
• For external audits, acts as liaison with MHIMA’s accounting firm, facilitating the external audit process.  
• For internal audits, performs the independent audit process following the MHIMA Policy & Procedure guidelines, i.e. reviews the financial records, bank statements, and supporting documentation for the reporting period. | • 3 – 15 hours annually  
• Minimal travel may be required as needed                                                                                                                         |
We are excited to announce the 2017 Annual Meeting!

April 26-28, 2017

Our theme this year is “All the World’s Stage: Setting the Stage for New Developments in HIM”. This year’s MHIMA Annual Meeting aligns with AHIMA’s 4 pillars of excellence; Information Governance, Informatics, Consumer Engagement and HIM Pathways.

In response to member surveys from last years’ meeting, we’ve been working hard to secure presenters who can speak to the most critical topics in HIM today. Both national and local keynote speakers will touch on the areas of Information Governance, Leadership, Informatics, Professional Ethics and Confidentiality.

Notable track speakers will cover topics such as Population Health, CDI, Coding Clinic, Patient Matching, EMPI Maintenance, System Implementation, Microsoft Skills Building, Professional Ethics and Confidentiality. Key topics for our new student population include Resume Writing, Interviewing Skills, Consulting and Networking.

A total 14 CEUs can be earned for the 3 days of participation.

The venue is the conference center at Mystic Lake Casino and Hotel in Prior Lake, MN, just south of the Minneapolis/St Paul metro area. The full service location comes complete with hotel, spa and fitness center, multiple restaurants, coffee shop, and their world class showroom to showcase our Super Stars of HIM! www.mysticlake.com

A complete schedule of events will be available on the MHIMA website with registration slated to open in mid-January.

www.MNHIMA.org
Upcoming Events 2017

MHIMA Lunch and Learn Webinars

January 11th, 2017  12-1 p.m.
Spinal Procedure (Part 2)

February 8th, 2017  12-1 p.m.
Colonoscopies in the outpatient setting (CPT)

March 8th, 2017  12-1 p.m.
The Challenges of Coding Initial and Subsequent Myocardial Infarctions

April 12th, 2017  12-1 p.m.
PCS Procedures that take out some or all of a body part (Part 1)

May 10th, 2017  12-1 p.m.
PCS Procedures that Take Out or Eliminate Solid Matter, Fluids, or Gases From a Body (Part 2)

June 14th, 2017  12-1 p.m.
PCS Procedures that Alter the Diameter/Route of a Tubular Body Part (Part 3)

MHIMA Coding Roundtable

February 15th, 2017  12-1 p.m.

Visit www.mnhima.org/conferences and events/calendar of Events for more information, including registration instructions!

Follow us on Facebook and Twitter!
Follow us on Facebook (MN Health Information Management) and Twitter (@MNHIMA) to receive information and keep up with current events!
MN Board Attends AHIMA House of Delegates Meeting

Members of the MHIMA Board of Directors attended the 70th House of Delegates during AHIMA’s Annual Convention in Baltimore, MD. Each member had an opportunity to attend breakout session with specific focus areas. These sessions were as follows:

- **HIM Reimagined – Attended by Heidi Onsted**
  - Objectives: Ensure understanding of HIMR recommendations and rationale; Brainstorm plans for collaboration with CSA and HoD leadership on HIMR planning activities; How to grow our profession making sure that HIM is viable—What can change in order to connect education in with the advancing work force of today. Education is a key impact that is being looked at with further review and discussion on what might be considered to keep HIM in the forefront.

- **The Multigenerational Workforce – Attended by Ryan Johns**
  - Objectives: Ensure understanding of what opportunities are emerging and how HIM activities will be performed; Brainstorm what the HoD can bring to these different generations as a profession that is relevant to all

- **Patient-Generated Health Data – Attended by Jeri Romano**
  - Objectives: Gain understanding of how to ensure accuracy of information is being utilized in the health record; Identify opportunities to ensure security of mobile applications from HIM perspective

- **Communication in the HoD – Attended by Christina Wallner**
  - Objectives: Identify opportunities to ensure optimum communication and engagement for HoD activities; Ensure communication occurs between the Speaker and delegates; maintaining the message with bi-directional flow

- **Regulatory Impact on the Profession – Attended by Kristi Lundgren**
  - Objectives: Share suggestions and insights on how the HoD, CSA, and members can advance advocacy efforts for AHIMA and the profession
The MHIMA Nominating Committee, chaired by Laura Blabac, Past President, is seeking your recommendations for individuals deserving of being recognized within the categories of our newly expanded recognition program. Nomination is a way to recognize excellence at every level within our association, and we welcome all eligible nominations. The Achievement Award categories are as follows:

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<th>Award</th>
<th>Eligibility</th>
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| Distinguished Member   | • Has been an active member of MHIMA for 5 years or more  
  • Is currently a MHIMA member  
  • Has made and outstanding contribution to the HIM profession in one or more of the following areas:  
    o Volunteer service to the HIM association  
    o Outstanding achievement in professional practice  
    o Dedication to education  
    o Contributions in research or published materials |
| NEW: Rising Star Professional | • Is currently an active member of MHIMA  
  • Is employed in an HIM-related field  
  • Has earned and maintained at least one AHIMA approved credential  
  • Has been employed for 5 years or less from the date of credential award  
  • Has demonstrated progressive leadership in their career and commitment to the future of the HIM profession through participation in HIM related activities or volunteer work |
| NEW: Outstanding Student | • Is a student member of MHIMA  
  • Is currently enrolled and beyond the first 3 quarters/semesters in a CAHIIM accredited program or an AHIMA approved coding program  
  • Has a grade point equivalent of 3.5 or higher out of 4.0  
  • Has demonstrated leadership and commitment to the future of the HIM profession through participation in HIM related activities within their academic environment or volunteer work |

Our Rising Star Professional and Outstanding Student will be recognized during our annual business meeting and our Distinguished Member at a luncheon/presentation on April 27, 2017, at Mystic Lake Resort, Prior Lake, MN.

Please send any questions about eligibility and names/information of nominees no later than Monday, February 27, 2017 (firm) to Laura Blabac with a copy to the Executive Director.

The list of previous MHIMA Distinguished Members can be found here: http://www.mnhima.org/aboutus/MHIMA_Distinguished_Members_Recipients
Roundtable Achievement in Coding Excellence (RACE) recognition is given to those who have met and/or exceeded the Coding Roundtable goals for 2015–2016.

The 2016 Roundtable Achievement in Coding Excellence (RACE) Awards honored excellent coding roundtable coordinators, coding roundtable teams, and Component State Association (CSA) supporters. The RACE winners are:

**AHIMA Coding Roundtable Coordinator Recognition for Excellence**

First place—Debra A. Beisel Denton, RHIA, CCS, CCDS; Arizona Health Information Management Association (AzHIMA)

Second place—Krystal Haynes, RHIA, CDIP, CCS; North Carolina Health Information Management Association (NCHIMA)

**AHIMA CSA Recognition for Coding Leadership**

First place—Oklahoma Health Information Management Association (OkHIMA)

Second place—Georgia Health Information Management Association (GHIMA)

Honorable Mention—North Carolina Health Information Management Association (NCHIMA)

**AHIMA CSA Team Recognition for Coding Roundtable Activities**

First place Anita Schmidt, RHIT; Minnesota Health Information Management Association (MHIMA)

Second place—North Carolina Health Information Management Association Coding Roundtable; North Carolina Health Information Management Association (NCHIMA)

Honorable Mention—Oklahoma Health Information Management Association (OkHIMA)

**AHIMA CSA Recognition for Advancing Coding Knowledge through Codewrite**

First place—Sharon Easterling, MHA, RHIA, CPHM, CDIP, CCS, FAHIMA; North Carolina Health Information Management Association (NCHIMA)

Awards were presented during the Clinical Coding Community Meeting on October 15 at the AHIMA Annual Convention and Exhibit in Baltimore.

_Congratulations Anita Schmidt, RHIT for winning first place for AHIMA CSA Team Recognition for Coding Roundtable Activities!!_

References:

N.A (2016 December) 2016 Roundtable Achievement in Coding Excellence (RACE) Recognition Winners Awarded, _AHIMA Advantage_, pg 10
2017 MHIMA Scholarship Program

MHIMA is pleased to once again remind our eligible students of our 2017 MHIMA Scholarship. This scholarship is based on merit and not on financial need.

Eligibility to apply (ALL of the following requirements MUST be met)

- Minnesota resident
- AHIMA member with Minnesota designated as your state
- 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
- Cumulative GPA of 3.0 (out of 4.0)

The application process includes:

- Complete and submit the MHIMA Scholarship application document
- Submit a letter of recommendation from a faculty advisor, faculty member or mentor
- Submit verification from your Program Director that you are in your last year and are expected to graduate
- Submit a written essay of between 300-700 words under the title: “How I Will Use This Degree to Advance the HIM Profession”
- Submit an official school grade transcript that indicates your cumulative GPA
- Link to all scholarship application documents on MHIMA Scholarship website page

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 depends on yearly contributions to our MHIMA Scholarship Fund; however, past awards have been between $500 and $1500.

Scholarship winners will be announced in April 2017, and the scholarships will be recognized at our MHIMA Annual Meeting on April 27, 2017 at the Mystic Lake Casino, Prior Lake, MN. The
The application and guidelines are now available for the 2017 MHIMA scholarship. Students can download the application on the MHIMA website under Education › Scholarships. The application must be turned in no later than February 28, 2017. If you have any questions, contact the Executive Director at 218-340-1968.

Winning essays will be published in the summer issue of MHIMA’s electronic newsletter, MHIMA Connection.

ALL application materials MUST be COMPLETE and received on or before February 28, 2017. Applications that do not meet requirements and or received after February 28, 2017 will be returned to the applicant.

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

Best regards, Jeri Romano, RHIT
2017 MHIMA Scholarship Program Chairperson

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Managing the HIM Talent Pipeline Apprenticeship

Managing the HIM Talent Pipeline Apprenticeship – In Brief

The gap between formal academic training and competencies and skills to ensure workforce readiness continues to grow. In today’s changing health information labor market, employers are seeking both technical and applied experiential knowledge to ensure market-readiness, even for entry-level positions.

To address this workforce issue, the AHIMA Foundation, the philanthropic arm of AHIMA, was awarded a $4.9 million grant from the U. S. Department of Labor (DoL) to fund the Managing the HIM Talent Pipeline (MTP) apprenticeship program to help 1,200 recent college graduates and career changers take on healthcare information careers over the next five years.

The grant will ensure that career-ready individuals possess the skills, training, and experiential learning required by employers in today’s healthcare market. Through the apprenticeship program, the AHIMA Foundation will serve to bridge the gap for new graduates seeking their first employment and provide career mobility for those seeking a career change or career advancement opportunity.

For more information please visit the AHIMA Foundations Apprenticeship page at:

http://www.ahimafoundation.org/prodev/Registered_Apprenticeship.aspx (for employers)

http://www.ahimafoundation.org/prodev/apprentice.aspx (for job seekers)

If you have any questions, please send your email to apprenticeship@ahima-foundation.org
MHIMA Board & Region Presidents Collaborate to Formalize Relationship

Throughout 2016, members of the Board of Directors met with the Regional Presidents to update and formalize the relationship between MHIMA and the Regional Associations. Past and Present Regional Presidents had expressed interest in taking a more standardized approach to their operations and further had a desire to improve their communications with all Regions and the MHIMA Board.

The primary focus of work included completion of an updated Regional Affiliation Agreement, a transition of finances to be managed by MHIMA, changes to registration for Regional meetings, and requests to update Regional Bylaws.

MHIMA consulted with AHIMA and received guidance on revising language in the Affiliation Agreement.

Under the new financial model, separate classes were set up in QuickBooks to keep track of each region’s finances. Members of each Regional Board can request and receive updated financial reports from the MHIMA Executive Director at any time and during each MHIMA Board of Directors meeting when the Profit & Lost Statement is reviewed.

In regards to registration for Regional meetings, the MHIMA Executive Director will manage registrations through Constant Contact. The Region Boards also continue their work towards updating their Bylaws and getting them approved by membership per the guidelines identified in their Bylaws.

MHIMA has strongly suggested each Region have their Bylaws updated by the end of 2017.

Members who have questions about these activities should contact their Regional president or a member of the Board of Directors.

Christina Wallner, RHIA, MHIMA President-Elect
Cindy Kennedy, RHIT, MHIMA Region G President

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**Why Volunteer?**

*By Laura Blabac, Past President*

People volunteer for a number of different reasons, ranging from a desire to help others to learning new skills. As I sit here in December during my Past President year, I thought about the many motivations behind giving one’s time. My reasons for volunteering are like many of the people I’ve met along the way: wanting to “give back.” But why else? Time is undoubtedly a precious commodity; so what are my (or for that matter – ANYONE’S) reasons for volunteering?

Over the years, I think I’ve had several reasons to be here. In no particular order, some of the best of them are:

- to share/donate my skills
- to get to know a community
- to gain leadership skills
- to keep busy
- to be part of a team
- to have an impact
- to feel good
- to learn something new
- to be challenged
- to feel proud
- to make new friends
- to explore a career
- to do something different from your job
- to be able to shape an organization
- to help shape discussions about an industry
- to test myself
- to build new skills
- to be an agent of change
- to assure progress
- to keep skills alive
- to stand up and be counted
- satisfaction from accomplishment
- for fun!

For the many who read this, I’m hoping that something in this list might resonate with you, and give you a reason to investigate the opportunities, challenges and life-giving work that volunteering provides. Whether getting newly involved, or involved again – one thing is for certain: it takes many tasks, projects and people to bring to life the resources, webinars and meetings that make our HIM association what it is – and many hands make light work! As the new year starts, I hope you consider finding some time to enjoy first-hand the benefits and gratification that comes from volunteering.

Let us know how you would like to participate by submitting the Volunteer Form on our website (mnhima.org > Member > Volunteer Here).
MHIMA has partnered with iMedX to provide a series of monthly Lunch ‘n Learn Webinars related to coding and registration is now open for:

**Spinal Procedures (Part 2) - January 11, 2017 - 12 noon**
Continuation of discussion regarding coding of spinal fusions and associated procedures with review of operative reports. Tables for those procedures will also be reviewed.

**Colonoscopies in the Outpatient Setting (CPT) February 8, 2017 - 12 noon.**
This presentation helps to further differentiate between screening and therapeutic colonoscopies, appropriate use of Modifier PT and 33, and utilizing the multiple endoscopy rule. Case examples included in the presentation help to further apply these concepts.

Please visit the MHIMA Website to register and to see other Lunch ‘n Learn Webinars.

We hope you can join us. These webinars qualify for one (1) AHIMA CEU each.
“I challenge you to dream big, believe, and LEAD information governance initiatives across the healthcare ecosystem.” – Angela C. Kennedy, AHIMA President

In order to embark on these Information Governance (IG) initiatives, we must first educate ourselves and gain a thorough understanding of the main principles AHIMA has published in relation to IG. That being said, MHIMA recognizes the need for education across our great state of Minnesota. The MHIMA Board of Directors is striving to incorporate AHIMA’s strategic objectives into our plans for 2017. In the year to come we will be encompassing the four strategic objectives AHIMA has identified:

- Information Governance
- Informatics/Analytics
- HIM Pathways
- Consumer Engagement

In quarter one of 2017, the MHIMA newsletter will highlight subject matter regarding Information Governance, and then follow suit with articles on the other strategic objectives in the quarters to come.

One of the most crucial ways to take part in leading your own Information Governance initiative is familiarizing yourself and your team with the principles of IG, known as the Information Governance Principles for Healthcare (IGPHC). These 8 principles outlined below give some insight into why it is in the best interest of the patients we serve, and the organizations we work for, to have health information at the table and leading IG initiatives.

**Accountability**

This is represented best by a senior leader at your organization; he or she sees and understands the importance of Information Governance aligning with organizational bylaws, policies, and procedures. This leader will also ensure delegation and management of IG responsibilities, perhaps by creating an IG Oversight Committee.

**Transparency**

Concerns the “where” and “when” of the IG information within your organization. This content should be available for use and reference. Where should the material be gathered? When should it be used, shared, and disclosed?

**Integrity**

Trustworthiness, authenticity, and reliability of IG-related material is crucial to your organizations success when implementing this framework. Inventory of the information to be governed and the systems used to manage such information should be conducted. The next step includes ensuring policies regarding this information are created with great eminence.
Protection

Not surprisingly, this principle refers to securing your IG-related information from breach, corruption, and loss from the various media sources that give increased chances of extortion in our day and age.

Compliance

When creating the procedures related to Information Governance, you will want to guarantee that the new policies do not offset the existing organizational policy regarding information.

Availability

Most often when “availability” is used in a healthcare context, it refers to the standards and framework established in terms of access to information where and when it is needed. When implementing IG principles, this definition does not differ.

Retention

The retention period of your IG methodology should be in accordance with legal, regulatory, fiscal, operational, risk, and historical requirements. Make sure that the retention duration is noted in your policy.

Disposition

Lastly, make sure your organization’s Information Governance program has strict rules on how the material should be destroyed or archived.

Ready to make the next step in your organization regarding information governance? Or do you want to learn more about it? In the most recent mailing of AHIMA, it includes an entire section devoted to information governance webinars in 2017, as well as summits, bootcamps, and articles to help you along your way. Many people from MHIMA attended the MN IG Bootcamp on August 26th, 2016, and are working with the MHIMA Board to offer education in the coming year. Also, given MHIMA’s goal of alignment with the strategic objectives of AHIMA, the 2017 MHIMA Annual Meeting is pleased to announce it will feature a mini-version of the IG Boot Camp! This year’s meeting is April 26th-28th at Mystic Lake Casino in Prior Lake, MN. Our version of the AHIMA IG Boot Camp will take place on Friday, April 28th. By educating ourselves as to what Information Governance embodies, it is MHIMA’s hope that our state will be a pioneer in leading IG initiatives within the healthcare ecosystem.

- Mollie Niznik, RHIA - Legal Manual Chair
- Brandi Bierbrauer, RHIA, CPhT - MHIMA 2016-2017 Secretary
NEW MEMBERSHIP

AHIMA is offering new membership models with exciting new benefits! The membership will include different options that will allow you to tailor the membership to what work best for you. The new membership includes access to many products that will allow you to earn CEU’s.

For more information visit http://www.ahima.org/membership or check out this video https://vimeo.com/186007482

2017 AHIMA Triumph Award

Do you know someone that has shown exceptional leadership, volunteerism or talent? Now is your chance to nominate them for the 2017 AHIMA Triumph Award. Each recipient will receive their award at the 2017 AHIMA Convention and Exhibit. Applications are due by June 1, 2017, so make your nomination soon. For more information visit www.ahima.org. - AHIMA & Our Work, - Recognition, - Triumph Awards

Thank you for your article submissions!

We would like to give our great appreciation for everyone who helped with this newsletter. Special thanks to Laura Blabac, Mollie Niznik, Cindy Kennedy, Christina Wallner, Jeri Romano for submitting content.

Do you have an article you would like to submit for the next newsletter or have a topic you would like to see featured? Please email us at marketing-communications@mnhima.org!