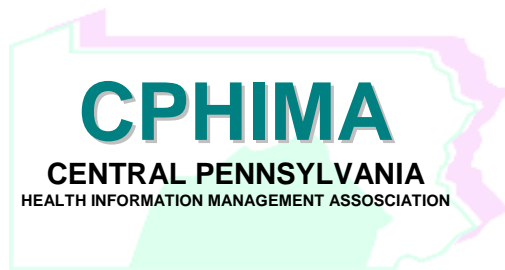


CPHIMA NEWS NETWORK

2009-2010 Fall Edition



Inside This Issue:

1. CPHIMA Events Calendar
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CPHIMA Events Calendar

Quarterly Board Meetings & Education Sessions	
December 4, 2009 – Board Meeting	
December 18, 2009 – Education Session - Hershey Hotel in Hershey	
March 5, 2010 – Board Meeting	
March 19, 2010 – Education Session - location TBA	
May 21, 2010 – Board Meeting	
June 4, 2010 – Education Session - location TBA	

Did you know you can register online for the December Education Session? Check out our website for more information ...



www.phima.org/CPHIMA.htm

CPHIMA President's Message

Charlotte L. Walton-Sweeney, RHIT

Change has a considerable psychological impact on the human mind. To the fearful it is threatening because it means that things may get worse. To the hopeful it is encouraging because things may get better. To the confident it is inspiring because the challenge exists to make things better.

King Whitney Jr. <http://www.quotationspage.com/quotes/King_Whitney_Jr./>

Happy Fall, Happy November, Happy Thanksgiving! I hope you all find the change from Summer to Fall and now looking to Winter refreshing and rewarding!

My message this quarter is change. The word by definition (dictionary.com)

-verb (used with object)

1. to make the form, nature, content, future course, etc., of (something) different from what it is or from what it would be if left alone: to change one's name; to change one's opinion; to change the course of history.

-verb (used without object)

9. to become different: Overnight the nation's mood changed.

-noun

18. the act or fact of changing; fact of being changed.

Actually, there are 38 definitions listed on this one web page! That makes change quite a complex word in my opinion. As we are all in a position to see changes coming with the many incentives for healthcare to move to an EMR/EHR within their institutions, it will not come to "go-live" without dealing with struggles of change from whatever your current process is to the future state.

A verb with an object example might be "To change the course of healthcare health information by implementing an EMR". What does that involve and who does it affect? A lot of money comes to mind for sure along with a lot of man power to evaluate current processes, learn the new application, implementation and deployment. That is a lot of change that will take months, if not years, to finalize the full product. The entire staff in HIM will experience many, many changes as they learn their current role will look very different after the EMR implementation. The unfortunate part the managers will have to carefully navigate is the waiting period while your organization works through the details of each departments new processes. The unknown, although it is temporary, is probably the most fearful and difficult time for everyone involved.

A verb with no object: "our charts changed from paper to electronic overnight". This is a big change and as many organizations will struggle with the right approach for go-live at their institutions. Regardless of the approach they take it will mean change! This will be the opportunity for HIM leaders to demonstrate a skill set of teaching, training and patience. Many of our HIM educators can be a resource for how to approach the various learning styles and perhaps best approach to "teach" our employees how to learn and grasp the skill set that will be required in the near future. Of course, we will be students ourselves in the beginning. It will be a challenge for some; excitement for others; and an opportunity for others. As HIM professionals, we will be challenged to learn and teach all the while keeping an atmosphere that is positive and exciting for our staff. Staying diligent to the positive may be difficult at times but imperative to overall good outcome during your go-live and post go-live days. It is far better to come to work with a positive ready-to-go attitude than to wake up thinking how you might avoid the day ~ can I call in sick today?!

And our noun? The fact of the matter is change is coming to HIM. Some of us are in our planning phases, some in mid-stream, and some are complete with their EMR changes/implementation. Help your staff embrace it as an opportunity to be part of something "big"! You may, no, you will deal with all of the scenarios quoted by King Whitney, Jr. You may already know which of your staff are fearful by nature although you may be surprised by one or two who are in this category. For those of us who are hopeful or confident by nature, we will find the fearful group a challenge to work with. We see the big picture and are willing to accept change even with unknowns because we know it will be for the better after the growing pain is complete. This will be the group you need to coach, coach them to be hopeful or even confident or,

as Disney puts it, help them find their happiness elsewhere.

My personal experience the past few weeks as my organization begins the ramp-up to start many of us training at Epic for the inpatient EMR has helped me realize that we all deal with change differently. Mr. Whitney has it summed up concisely and I have seen all three of those categories within myself and with those that I work with in my department. If we can try to stay transparent as leaders and open to compassion about how each employee is dealing with the changes we are putting on their plates right now, we'll be in a position to emerge with a future state that is better than our current state technically and emotionally. So while the EMR is clearly a big change for many of us, it may be the emotional change that is the bigger challenge.

Be hopeful ~ Be confident!



CPHIMA Mentoring Program

Since the December 2008 meeting, some individuals have expressed an interest in the CPHIMA Mentoring Program. In order to clarify the overall purpose of the program, the guide was developed. To view, please visit <http://phima.org/CPHIMA/mentor.htm>

If you are interested in either serving as a mentor or in being mentored, please send the following information to Trula Gross at trgross@hsh.org. She will provide you with the name and contact information of an individual of like interest.

NAME

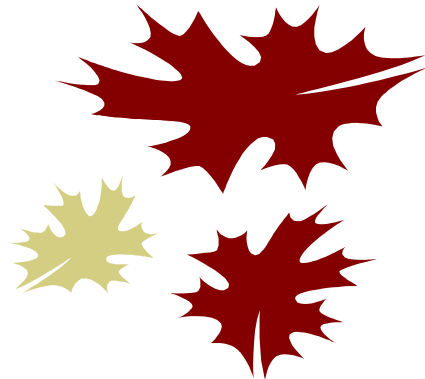
INDICATE - MENTOR OR BEING MENTORED

AREA OF INTEREST (i.e., inpatient coding, outpatient coding, management, transcription, abstracting, etc.)

DAYTIME PHONE NO.

EMAIL ADDRESS

MAILING ADDRESS



Business Meeting Minutes

Central Pennsylvania Health Information Management Association Business Meeting Minutes

September 18, 2009

Lancaster General Health
Burle Business Park
Lancaster, PA



President, Charlotte Walton-Sweeney called the meeting to order at 12:40 p.m.

Minutes of the June 12, 2009 Business Meeting were approved.

- Moved – Mary Ann Bacas
- Second – Lisa Witt

Membership:

Kristine Lucabaugh presented the membership report as September 10, 2009. She gave a special welcome to new members in attendance.

Membership Total	185
Active	132
Associate	6
Student	47

New Members for 1st quarter 09:

Member Name	Status Requested	Business
Gayle Badger	Student	Penn College
Erin Bannon	Student	Penn College
Taylor Biery	Student	Penn College
Megan Bower	Student	Penn College
Dana Burkholder	Student	Penn College
Lindsay Bushinski	Student	Penn College
Gail Campbell	Student	Penn College
Diane Creager	Student	Penn College
Deborah Datsko	Associate	Penn State Hershey Med Center
Sarah Demchak	Student	Penn College
Linda Dibble	Student	Penn College
Jennifer Dickey	Student	Penn College
Tiffany Digan	Student	Penn College
William Hay	Student	Penn College
Sarah Hepler	Student	Penn College
Lauren Houseal	Active	Lancaster General Health
Deborah Kendrick	Student	Penn College
Eric Klinger	Student	Penn College
Katina Lewis	Student	Penn College
Mary Kate Marshalek	Student	Penn College

Chelsea Rae Osborne	Student	Penn College
Esther Parks	Student	Penn College
Ali Reigel	Student	Penn College
Mindy Robinson	Active	Penn State Hershey Med Center
Kathryn Sassaman	Student	Penn College
Keith Serie	Student	Penn College
Lindsey Squires	Student	Penn College
Samantha Vonada	Student	Penn College

Treasurer's Report:

Charlotte Walton-Sweeney reported the following Treasurer's reports:

Summary of the June 2009 Educational Session

Registration:	\$	791.33
Expenses	\$	581.00
Net Gain	\$	210.00

Summary of CPHIMA Funds as of July 31, 2009

Checking July 31, 2009	\$	16,262.78
Certificate of Deposit July 31, 2009	\$	10,455.88
Total Assets July 31, 2009	\$	25,211.35

OLD BUSINESS:

There was no old business reported.

NEW BUSINESS:

Executive Board Meeting Summary

Charlotte announced that she contacted a CPA in Lancaster to address concerns regarding CPHIMA's current tax exempt status. Three changes were recommended 1) CPHIMA file for "Not for Profit" status, 2) file a 990 form, and 3) file a 1090 form with each vendor/speaker paid over \$500.

A reserve policy is needed for incorporation and not for profit status. CPHIMA will be looking at PHIMA's policy to see what meets our needs.

The 4th quarter president elect will need to work closely with the Treasurer to evaluate maturing of CD's that will be coming due and to quickly assess the current market values. Researched options should be presented at the 4th quarterly Business meetings and voted on by members.

Audit of Treasurer's reports and records

Board members, Laura Rizzo, Michelle Hilton, and Charlotte Walton-Sweeney completed an audit of the CPHIMA financial records. Records were in good standing.

PHIMA Updates

Laura Rizzo announced that PHIMA Nominating Committee is currently soliciting candidates for the 2010 PHIMA ballot for the Executive Board offices.

Laura also announced that CPHIMA is soliciting nominations for the Distinguished Member award.

A PHIMA fall retreat will be held in Pottsville.

AHIMA Updates

Laura Rizzo reported that the following three action items have been brought before the House of Delegates (HOD).

- 1) Proposed Bylaws Amendment on Delegate Appointment
- 2) Proposed Resolution for Professional Guidelines/Best Practices for Electronic Documentation
- 3) Proposed Resolution on Volunteer and Leadership Development:

Door Prizes

A Sheetz gift card was awarded to Kelly Clingan and Ruth Fleck.

NEXT EDUCATIONAL SESSION:

The next educational session will be held December 18, 2009 at the Hershey Hotel.

There being no further business, the meeting was adjourned at 1:01 p.m.

Respectfully Submitted,

Lisa Witt, RHIT
CPHIMA Secretary



CPHIMA Coding Roundtable

For questions or information regarding the Coding Roundtable, you may contact:

Linda Massey, CCS, CCS-P, Clinical coder
Clinical Information Management,
Lancaster General Hospital
lmassey@lancastergeneral.org

OR

Kathy Leaman, CCS, Clinical coder
Clinical Information Management,
Lancaster General Hospital
kaleaman@lancastergeneral.org



FY2011 CPHIMA Ballot positions are now open!!

The CPHIMA Nominating committee is currently soliciting candidates for the FY2011 (positions begin 7/1/10) for the offices of:

- President-Elect
- Secretary
- Program Director

In these times of economic struggles, and competing interests in our time, CPHIMA recognizes that it can be hard to want, or find, extra time to volunteer. But it's exactly because of these challenges that the CPHIMA Board needs your help.

Why Volunteer?

When you volunteer you are giving something back to the HIM profession. What you may not realize is that volunteering also benefits you as an individual. There are many good reasons to get involved in CPHIMA, including learning something about yourself.

Some of the benefits of volunteering

You can:

- Make new friends
- Explore career and personal interests
- Earn great recommendations for future employment or college applications
- Develop marketable job skills
- Build your resume
- Enrich your knowledge
- Uncover hidden skills and talents
- Increase your self-confidence
- Have fun
- Make a difference

Additional benefits include:

- Obtain 5-6 credits per education session for only \$10
- Travel re-imbursement for board meeting attendance

If you, or someone you know, are interested in running for one of these positions, please review the [brief description of the duties and guidelines](#) for each CPHIMA Officer and complete the Nomination Application, which can be found at: <http://www.phima.org/CPHIMA.htm>

If you would like more information on a CPHIMA office or candidate qualifications, please do not hesitate to contact the CPHIMA Nominating Committee Chairperson, Carol Houlihan at 717-564-3616 or e-mail at choulihan@hmc.psu.edu.

CPHIMA Executive Board Members

2009 – 2010

Member	Position	Title, Employer & Phone #	Email Address
Charlotte Walton-Sweeney, RHIT	President	Director, Transcription Services Lancaster General Hospital (717) 544-4068 (w)	cwalton@lancastergeneral.org
Laura Rizzo, MHA, RHIA	President-Elect	Director, Health Information Management Lancaster General Hospital (717) 544-4066 (w)	lrizzo@lancastergeneral.org
Daniel Christopher, RHIA	Past-President	Assistant Professor Penn College, Williamsport PA (570) 326-3761 x 577	dchristo@pct.edu
Lisa Witt, RHIT	Secretary	Health Information Manager Student Health Center The Pennsylvania State University (814) 865-6559 (w)	lqw5@sa.psu.edu
Michelle Hilton, RHIA	Treasurer	Manager, Document Imaging Lancaster General Hospital (717) 544-4065 (w)	mahilton@lancastergeneral.org
Mary Anne Bacas, RHIA	Director	Self employed LTC Consultant 663 Madison Ave. York, PA 17404 (717) 854-5895 (h)	ma@bacas.com
Kim Murawski, RHIA, MHA	Program Director	Director Health Information Pinnacle Health System (717) 782-5429 (w)	kmurawski@pinnaclehealth.org
Erika Donovan, MS, RHIA	Arrangements Co-Chairperson	Adjunct Faculty York College of PA (717) 633-7336 (h)	edonovan3@comcast.net
Karen Traynham, RHIA	Arrangements Co-Chairperson	Adjunct Faculty York College of PA (717) 767-7767 (h)	bkccct@comcast.net
Trula Gross, RHIA	Bylaws Chairperson	CME Program Manager Holy Spirit Hospital (717) 972-4286	trgross@hsh.org
Kristine Lucabaugh, RHIA	Membership Chairperson	PA Trauma Systems Foundation Trauma Registry Analyst (717)697-5512 (w)	klucabaugh@ptsf.org
Carol Houlihan, MHA, RHIA	Nominating Chairperson	Manager, Quality Abstracting and Reporting Penn State M.S. Hershey Medical Center (717) 531-3819 (w)	choulihan@psu.edu
Jennifer Zimmerman, RHIA	Public Relations Chairperson	Eastern Insurance Holdings, Inc. (717)940-0558	jenzendt@hotmail.com
Jennifer Shorts, RHIA	Website Chairperson	Wellspring – York Hospital Performance Improvement Specialist (717) 851-4410	jshorts2@wellspan.org
Kathy Leaman, CCS	Coding Roundtable Co-Chairperson	Clinical Coder Lancaster General Hospital (717) 426-4087 (h)	kaleaman@lancastergeneral.org
Linda Massey, CCS, CCS-P	Coding Roundtable Co-Chairperson	Clinical Coder Lancaster General Hospital (717) 284-5065 (h)	llmassey@lancastergeneral.org



**Central Pennsylvania Health Information Management Association
Proposed Bylaw Amendments
November 2009**

Current Bylaw	Proposed Amendment	Rationale
<p>Article VI. Executive Board</p> <p>Section 6.2 Powers and Duties</p> <p>The Executive Board shall act for the members of the Association between the meetings and shall be responsible for the management of the business and professional affairs of this Association, in accordance with the action of the members. The Board shall report through the President at the regular business meetings. At the fourth quarterly meeting, the President shall present a summation of the highlights of the Association’s activities within the immediate past year. The Executive Board shall provide for audit of the Treasurer’s accounts, approve committee appointments, and fill vacancies in office.</p>	<p>Article VI. Executive Board</p> <p>Section 6.2 Powers and Duties</p> <p>Except as provided in Article III, CPHIMA’s Executive Board shall govern and manage the affairs of CPHIMA, shall exercise its powers and shall control its property. It shall determine compliance with Article II and shall have the power and authority to do and perform all acts or functions not inconsistent with these bylaws, including, but not limited to the following:</p> <ol style="list-style-type: none"> a. Provide for representation of the membership of CPHIMA on all matters internal and external; b. Establish the policies and procedures of CPHIMA and approve proposed modification to CPHIMA’s policies and procedures, except as otherwise provided in these bylaws; c. Develop and oversee the implementation of CPHIMA’s strategic plan; d. Approve CPHIMA’s annual operating budget; e. Approve Committee appointments and establish, oversee, and act on the recommendations of all Committees, as applicable, except as otherwise provided in these bylaws; f. Fill vacancies in offices. g. Serve as custodian over all funds and property of CPHIMA and provide for an annual audit of the Treasurer’s accounts; and h. Render a full report on the financial status and activities of CPHIMA to the membership of CPHIMA at least annually. 	<p>Legal and Fiscal Counsel contracted by the Executive Board has recommended changes to the bylaws in anticipation of formal establishment of not-for-profit status with the state of Pennsylvania and the Federal government. PHIMA has already been established as a not-for-profit corporation. Wording from their bylaws was reviewed and felt to be appropriate for CPHIMA.</p>
<p>Article IV-Officers Section 4.1. OFFICERS and TERMS Section 4.3. ELIGIBILITY Section 4.4. NOMINATIONS Section 4.5. ELECTIONS Section 4.6. RESIGNATIONS Section 4.7. VACANCIES Section 4.8. EXPULSION</p>	<p>Article IV - Officers Section 4.1. OFFICERS and TERMS Section 4.2. ELIGIBILITY Section 4.3. NOMINATIONS Section 4.4. ELECTIONS Section 4.5. RESIGNATIONS Section 4.6. VACANCIES Section 4.7. EXPULSION</p>	<p>Section 4.2 was missing. Re-numbered to sequential and to correspond to the index</p>

<p>Article IV - Officers</p> <p>Section 4.5. ELECTIONS - Elections shall be by plurality of votes cast by the active members in good standing. In case of a tie, the election shall be decided by lot. Voting shall be by the ballot method approved by the current Executive Board. Ballots, with instructions for their use, shall be available to all active members at least thirty (30) days prior to the fourth quarterly meeting of term. In order to be counted, the ballots must be received by the Secretary at least fifteen (15) days before the fourth quarterly meeting of the year term. If the Secretary is running for office, ballots shall be returned to another Executive Board member appointed by the President.</p> <p>Ballots received after the deadline shall not be counted. Prior to this meeting, the President shall appoint two members who shall act as tellers for the counting and tabulation of ballots prior to the business meeting. The results of the election shall be announced at the business session of the fourth quarterly meeting of the term. Officers shall assume office on the first day of the fiscal year following the announcement of their election. The President Elect, having served for one year, shall automatically succeed the Office of President.</p>	<p>Article IV- Officers</p> <p>Section 4.4. ELECTIONS - Elections shall be by plurality of votes cast by the active members in good standing. In case of a tie, the election shall be decided by lot. Voting shall be by the ballot method approved by the current Executive Board. Ballots, with instructions for their use, shall be available to all active members at least thirty (30) days prior to the fourth quarterly meeting of term. Ballots must be tabulated at least fifteen (15) days before the fourth quarterly meeting of the year term.</p> <p>Ballots received after the deadline shall not be counted. The results of the election shall be announced at the business session of the fourth quarterly meeting of the term. Officers shall assume office on the first day of the fiscal year following the announcement of their election. The President Elect, having served for one year, shall automatically succeed the Office of President.</p>	<p>Effective FY09 ballots are no longer sent to the Secretary but are completed online and tallied by KnowledgeConnect.</p> <p>Tellers are no longer needed.</p>
<p>ARTICLE V. DUTIES OF OFFICERS</p> <p>Section 5.1 DUTIES - The specific duties of the officers shall be as specified in the CPHIMA Policy and Procedure Manual, in the form of the current official Job Description. Job Descriptions and procedures for the officers shall be reviewed annually and approved by the Executive Board. Current approved Job Descriptions will be posted on the CPHIMA Website. Officers shall assume office on the first day of the fiscal year following the announcement of their election. The Primary duty of each officer is as follows:</p>	<p>ARTICLE V. DUTIES OF OFFICERS</p> <p>Section 5.1 DUTIES - The specific duties of the officers shall be as posted on the CPHIMA website, in the form of the current official Job Duties. Job Duties for the officers shall be reviewed annually and approved by the Executive Board. Current approved Job Duties will be posted on the CPHIMA Website. Officers shall assume office on the first day of the fiscal year following the announcement of their election. The primary duty of each officer is as follows:</p>	<p>We no longer have a formal CPHIMA Policy and Procedure Manual.</p> <p>The names of the documents have been changed from Job Description to Job Duties.</p>
<p>ARTICLE VII. COMMITTEES</p> <p>Section 7.3. DUTIES- The Specific duties of each Committee Chairperson shall be as specified in the CPHIMA Policy and Procedure Manual in the form of the current official Job Description. Job Descriptions and procedures for the Committees shall be reviewed annually and approved by the Executive Board. Current Job Descriptions will be posted on the CPHIMA Website.</p>	<p>ARTICLE VII. COMMITTEES</p> <p>Section 7.3. DUTIES- The specific duties of the officers shall be as posted on the CPHIMA website, in the form of the current official Job Duties. Job Duties and procedures for the Committees shall be reviewed annually and approved by the Executive Board. Current Job Duties will be posted on the CPHIMA Website.</p>	<p>We no longer have a formal CPHIMA Policy and Procedure Manual.</p> <p>The names of the documents have been changed from Job Description to Job Duties.</p>

<p>ARTICLE VII. COMMITTEES</p> <p>Section 7.4. LEADERSHIP – Each Chairperson shall be appointed by the President Elect, with the approval of the executive board, at the last quarterly meeting of the term, for the upcoming fiscal year. Two members in addition to the Chairperson will be elected by the membership to the Nominating committee at this time. Each Chairperson shall assume office on the first day of the fiscal year following the announcement of their appointment.</p>	<p>ARTICLE VII. COMMITTEES</p> <p>Section 7.4. LEADERSHIP – Each Chairperson shall be appointed by the President Elect, with the approval of the executive board, at the last quarterly meeting of the term, for the upcoming fiscal year. Each Chairperson shall assume office on the first day of the fiscal year following the announcement of their appointment.</p>	<p>Effective FY09 ballots are no longer sent to the Secretary but are completed online and tallied by KnowledgeConnect. Unbiased tellers are no longer needed – thus suggest that the Nominating Chair be able to select his/her own committee members.</p>
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Upcoming Education Session

Central Pennsylvania Health Information Management Association

Quarterly Education Session, December 18, 2009

Hotel Hershey, Hershey, PA

Several speakers will capture our attention and inspire us as we gather for this Holiday educational program

- | | | |
|---------------|---|---|
| 7:15 - 8:00 | Registration and Continental Breakfast |  |
| 8:00 - 9:30 | Project Management Fundamentals, Part One:
Team and Stakeholder Management
<i>Frank Eichorn, DM, PMP, CCP</i>
<i>Eichorn Consulting</i> | |
| 9:30 - 9:45 | BREAK | |
| 9:45 – 11:00 | Project Management Fundamentals, Part Two:
Business and IT Relationships
<i>Frank Eichorn, DM, PMP, CCP</i>
<i>Eichorn Consulting</i> | |
| 11:00 – 11:15 | BREAK | |
| 11:15 - 1:00 | Strength Finders, “Understanding What You Do Best And How To Lead’
<i>Paula Lawlor, RHIA</i>
<i>Chief Operating Officer</i>
<i>HIM, Coding and Audit Services</i>
<i>Pyramid Healthcare Solutions, Inc</i> | |
| 1:00 – 1:45 | LUNCH in Circular Dining Room | |
| 1:45 - 2:15 | Business Meeting | |

CE Credits: 4.50 CE credits for all day participants

Any questions about the agenda or directions please contact Kim Murawski, Program Director at 717 (782-5429) or email kmurawski@pinnaclehealth.org

If you require reasonable accommodations in accordance with the disabilities Act of 1990 (ADA), please contact Erika Donovan at (717) 633-7336.

The registration fee includes program costs, continental breakfast and lunch.

Registration Type	Price
CPHIMA Member	\$60
Non-Member	\$70
Full-time HIM Student	\$25
Board Member	\$10

To register visit our website: <http://www.phima.org/CPHIMA.htm>

Registration deadline is 5:00pm Friday, December 11, 2009

Driving Directions:



Directions to Hotel Hershey, Hershey, PA

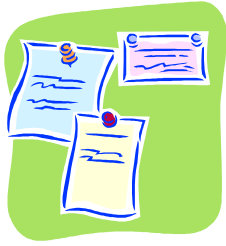
For starting places other than listed, please call the hotel at

The Hotel Hershey
100 Hotel Road
Hershey, PA 17033
717- 533-2171

From the West: PA Turnpike east to exit 247 to 283 North to 322 east/Hershey. Take the Hersheypark Drive/route 39 exit. Stay on Hersheypark Drive. Turn Left at Hotel Road.

From Philadelphia: PA Turnpike west to exit 266. Take route 72 north to 322 west/Hershey. Take the Hersheypark Drive Route 39 exit. Stay on Hersheypark Drive. Turn Left at Hotel Road.

From the South: 83 north to Harrisburg. Continue on 83 to 322 east/Hershey. Take the Hersheypark Drive/route 39 exit. Stay on Hersheypark Drive. Turn Left at Hotel Road.



Job Postings

Coding Supervisor - Medical Records, F/T, Days (on-call and weekend rotation) The Reading Hospital and Medical Center

Introduction:

Join The Reading Hospital and Medical Center on our beautiful 36-acre campus nestled in suburban West Reading. We're closer than you think - less than an hour from Allentown, Lancaster and King of Prussia.

Job Description:

Responsibilities include:

- Organization and direction of the day-to-day operation of the Inpatient and Outpatient coding sections.
- Direct supervision, including assessment of qualitative and quantitative performance, reviews of annual performance, disciplinary counseling, interviewing and training new staff.
- Carrying out in-house audits and assessment of outcome compliance audits completed by outside agents.
- Interacting with the Clinical Documentation Improvement Staff on a routine basis.

Required Qualifications:

- RHIA, RHIT, CCS, CCSP.
- Supervisory and/or management experience.
- Prior ICD-9 CM and CPT-4 Coding experience.
- Must be flexible with schedule and able to work on-call and weekend rotation.

Preferred Qualifications:

Experience with 3-M Encoder, Microsoft suite preferred.

Instructions For Resume Submission:

Please e-mail your resume to: SzyborskiG@readinghospital.org

Apply online at: www.readinghospital.org

EOE

Senior Consultant
Health Information Professionals

Introduction:

The state regulations for long term care requires that those facilities which do not have credentialed staff as employees, must have a consultant credentialed as an RHIA or RHIT. Health Information Professionals has met this need for a number of clients in the Pennsylvania, New Jersey, Delaware and Maryland area for over 3 decades.

Job Description:

Responsible for scheduling and completing consulting visits to long term care facilities. Responsible for providing current information to clients on regulatory and industry requirements.

Required Qualifications:

Must be an RHIT or RHIA.

Preferred Qualifications:

Experience with long term care facilities, either as an employee or as a consultant.

Education Qualifications:

Associate or Bachelors Degree in Health Information Management. Successful completion of the AHIMA correspondence program in HIT.

Compensation/Benefits:

Successful applicant will be compensated on an hourly basis plus mileage.

Instructions For Resume Submission:

Those interested should provide their resume to:

Mary Ann P. Leonard, RHIA, CRM, RAC-CT
malhip@yahoo.com
Fax 484-466-3716

Data Integrity Specialist
Hanover Hospital

Job Description:

Responsibilities include:

- Maintains an accurate enterprise master person index (EMPI) in order to link patients' medical information within the enterprise and across medical settings.
- Accurately matches patient demographics within multiple MPIs.

- Minimizes duplicate records across medical settings. Investigates potential EMPI errors and merges/unmerges demographic information when necessary within the enterprise's MPI and EMPI.
- Trains and educates staff and monitors for HIPAA Red Flag violations.

Required Qualifications:

AA Degree Health Info Tech (RHIT) required.

Compensation/Benefits:

- Generous benefit package
- Competitive salaries
- Continuing education opportunities

Instructions For Resume Submission:

HR Recruiter
 Mary Sherdel
 Phone 717-633-8862
 Email Address: sherdelm@hanoverhospital.org

Apply Online: www.HanoverHospital.org

Inpatient & Cancer Coder
 Ephrata Community Hospital

Introduction:

Ephrata Community Hospital has immediate openings for an Inpatient and Cancer Center Coders.

Job Description:

Provides ICD-9-CM and CPT-4 codes on medical records for statistical and reimbursement data. Abstracts information from patient records and enters it in the hospital information system. Calculates proper reimbursement.

Required Qualifications:

Inpatient coder-

- Must be credentialed (CCS, RHIA or RHIT)
- At least 3 years experience with coding inpatient acute care records utilizing ICD-9-CM coding principles and MS DRG assignments
- Strong background with medical terminology and anatomy/physiology Strong attention to detail and possess superior analytical and problem solving skills
- Basic computer skills (Windows and Microsoft office products)
- Excellent communication skills Experience with encoder
-

Cancer Center coder-

- Must be a credentialed coder (AHIMA or AAPC recognized)
- At least 2 years experience with ICD-9-CM coding system and CPT assignments.
- Prefer experience with E/M coding and injection/infusions in clinic setting (

- preferably medical oncology)
- Strong background with medical terminology and anatomy/physiology
 - Strong attention to detail and possess superior analytical and problem solving skills
 - Basic computer skills (Windows and Microsoft office products)
 - Excellent communication skills Experience with encoder

Compensation/Benefits:

Compensation based on experience. Full benefits package included.

Instructions For Resume Submission:

Please send resumes to hr@ephratahospital.org or apply online at: www.ephratahospital.org

Thank you for your interest in employment with Ephrata Community Hospital. One of PA's Best Places to Work 2009!