1. Define - Vocabulary :

Accreditation- The voluntary process of institutional or organizational review in which a quasi-independent body created for this purpose periodically evaluates the quality of the entity’s work against pre-established written criteria.

AAPC- American Academy of Professional Coders

AAMRL- American Association of Medical Record Librarians

ACS- American College of Surgeons

AHIMA- American Health Information Management Association

AMRA- American Medical Record Association

AHDI- Association for Healthcare Documentation Integrity

ARLNA- Association of Record Librarians of North America

AHIMA CODE OF ETHICS- All members of AHIMA are expected to act in an ethical manner and comply with all laws, regulations, and standards governing the practice of HIM. As professionals, members are expected to continually update their knowledge base and skills through CE and lifelong learning. They are also expected to promote and protect the confidentiality and security of health records and information.

CAHIIM- Commission on Accreditation for Health Informatics and Information Management Education

CCHIM- Commission on Certification for Health Informatics and Information Management

CEUs- Continuing Education Units

HIM- Health Information Management

HOSPITAL STANDARDIZATION PROGRAM- Raising the standards of surgery by establishing minimum quality standards for hospitals. Including a complete and accurate report of the treatment and care provided during hospitalization.

AHIMA's Mission and Core Values- AHIMA leads the health informatics and information management community to advance professional practice and standards. Quality, Integrity, Respect, and Leadership are AHIMA’s core values.

Please answer the following questions:

2,

 \*Summarize the development of health information management (HIM) profession from its beginnings to the present.

The health information management profession became a necessity after the ACS created a standard for hospital’s patient information. In 1928, ARLNA was established to elevate the standards of records in healthcare institutions. The HIM field then became very information based, and over the years raised many standards in the profession. Today HIM professionals are still information based but now have EHR to streamline their process.

 \* Explain AHIMA's certification processes

To be eligible for any of AHIMA’s certification you must first complete a CAHIIM-accredited program. After that course is completed, you will be able to apply for many certification exams at the entry level, although there are a few you must have several years of professional working for.

 How is AHIMA governed? http://www.ahima.org/about/governance

The House of Delegates governs AHIMA. While they work year round in task forces, specialized teams, they also have a main meeting in conjunction with AHIMA’s national convention. They approve standards for the HIM profession, advise the board of directors, approve amendments to AHIMA bylaws, and approve resolutions.

 \*Identify the appropriate professional organizations for the various specializations of HIM. AHIMA for HIM and specialties. AAPC for professional coders. HIMSS focused on information technology. AHDI is dedicated to the capture and documentation of health data. Finally the NCRA, which represents the cancer registrars.

3. Name the AHIMA credentials available to students and membership? ie; RHIT, etc.

To join AHIMA as a student you may hold no credentials but must be enrolled in an AHIMA credentialed course. You are allowed to purchase a student membership at a reduced cost until you graduate from the HIM program. Once finished the program you will be able to apply for credentials like the RHIT certification.

4. What is AHIMA's fellowship program?

The fellowship program is a program of earned recognition for AHIMA members who made significant contributions to the profession. With a minimum of ten years of work as a professional in the HIM career and a minimum of ten continuous years of membership to AHIMA. The fellowship recognition is a lifetime reward to recognize the continuous work of a HIM professional in the field.

5. What is the AAPC? What are their credentials? The AAPC is the American Academy of Professional Coders. The AAPC was created to elevate the standards of medical coding by providing training, certification, and job opportunities. AAPC credentials include CPC, COC, CIC, CPC-P, CRC, Specialty, CPB, CPMA, CDEO, CPCO, and CPPM to name a few.

 6. What is the National Cancer Registrars Association?

The National Cancer Registrars Association is a community of cancer registrars that provided updated cancer research and certification to cancer registrars. Cancer registrars capture a complete history, diagnosis, treatment, and health status for every cancer patient in the U.S.

7. Answers to "check your understanding 1.1 and 1.2

1.1 B. American College of Surgeons 1.2 B. Candidacy

1.1 B. 1918 1.2 A. Engage

1.1 A. Changes In Technology 1.2 B. House of Delegates

1.1 A. Information focused 1.2 D. Set and Implement standards

1.1 B. Information based 1.2 B. Registered Health Information Technician

1.1 B. CAHIIM

8. Visit http://hicareers.com/CareerMap/ re: Career paths. Write a career plan.

Coding professional > Coding manager > ICD 10 educator > Professor > Program director

 I feel a start in coding is a great place for me as I think I would like to be a professor/educator at some point in my life. A good way to learn how to be a teacher is by going through the course and then moving up in that career to a managers so you can receive feedback on your actions.

9. Visit http://www.ahima.org/certification research the qualifications for taking each certification examination and the continuing education requirements for maintaining each credential. What are the differences and similarities?

Each certification examination requires either a class, a program, or a degree from an accredited program (Like the one at CMCC). Most seem to require several CEUs to be completed (between 10-30 CEUs) before being able to be recertified. Each examination requires essentially the same thing, prior knowledge and the ability/desire to continue learning.