Week 1

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**1. Define - Vocabulary :**

**Accreditation: A certification that proves a certain standard of quality is met. Voluntary process, determination by accrediting body, act of granting approval**

**AAPC American Academy of Professional Coders—educates and certifies medical coders**

**AAMRL American Association of Medical Records Librarians—various names given to the health record association, changed in 1944**

**ACS American College of Surgeons—hospital standardization movement was inaugurated by them**

**AHIMA American Health Information Management Association—originally the organization of the Association of Record librarians**

**AMRA American Medical Record Association—one of the name changes in 1970 from AAMRL**

**AHDI Association for Healthcare Documentation Integrity—professional organization dedicated to the capture of health data and documentation**

**ARLNA Association of Record Librarians of North American—created 1928, name changed several times over the years eventually dropping Librarians**

**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.**

**CAHIM Commission on Accreditation for Health informatics and Information Management Education—precursor to the current accreditation program was managed by them**

**CCHIM Commission on Certification for Health Informatics and Information Management—Board of registration a certification board**

**CEUs Continuing education units—attending workshops, seminars taking college courses etc.**

**HIM Health Information Management—Hospital standardization movement, the organization of records librarians, the approval of formal educational processes and an educational curriculum for medical record.**

**HOSPITAL STANDARDIZATION PROGRA raise the standard of surgery by establishing minimum quality standards for hospitals**

**AHIMA's Mission and Core Values: Mission-- “AHIMA leads the health informatics and information management community to advance professional practice and standards.”**

**Core Values—Quality, integrity, respect and leadership**

**2.**

**a. Summarize the development of health information management profession from its beginning to the present**

**Before 1918 record keeping was not very good. The sole responsibility landed on the attending physician and there was no uniformity as to how things got documented.**

**In 1928 Organization of the Association of Record of Librarians was assembled. A nucleus of 35 members met at the Hospital Standardization Conference in Boston and HIM began. ARLNA was formed.**

**As early as 1929 a prescribed course of study was formulated. By 1932 a formal curriculum was adopted. In 1934 the first ARLNA school was approved. By 1941 10 schools were approved. This was the precursor to the accreditation program managed by CAHIIM. 1933 the Board of Registration a certification board was instituted.**

**In 1944 ARLNA changed it’s name to AAMRL American Association of Medical Record Librarians. In 1970 the name became AAMRA. In 1991 another name change AHIA. In 1999 the House approved a credential name change RRA became RHIA and ART became RHIT**

**b. Explain AHIMA’s certification Processes**

**1. A voluntary process—periodically evaluated by a quasi-independent body. Evaluates quality of work against a prescribed set of criteria.**

**2. A determination by the accreditation board making sure all standards are met**

**3. The act of granting approval to a healthcare organization. Must meet the voluntary standards.**

**c. How is AHIMA governed? By The House of Delegates which leads the volunteer structure.**

**d. Identify the appropriate professional organizations for the various specialization of HIM.**

**HIMSS—Healthcare information and Management Systems Society**

**AHDI—Association fro healthcare Documentation Integrity**

**AAPC—The American Academy of Professional Coders**

**3. Name the AHIMA credentials available to students and membership? IE RHIT etc.**

* RHIA-- ,Registered health Administrator, RHIT—Registered Health Technician, CCA—Certified Coding Associate, CCS—Certified Coding Specialist, CCS-P—Certified Coding Specialist Physician Based, CDIP—Certified Document Improvement Practitioner, CHDA—Certified Health Data Analyst, CHPS—Certified Healthcare Privacy and Security, CHTS—Certified Healthcare Technology Specialist, Infomatics Credential

**4. What is AHIMA’s fellowship program?**

# **Program of earned recognition for AHIMA members who have made substantial contributions to the HIM field with education, sharing of knowledge, excellence in professional practice and advancement within the field.**

**5. What is the AAPC? What are the credentials?**

**American Academy of Professional Coders—Certified Professional coder—CPC, Certified Professional coder-payer—CPC-P, Certified Professional Medical Auditor CPMA, Certified Professional Compliance Officer—CPCO, Certified Inpatient Code—CIC, Certified Outpatient coder –COC and Certified Risk Adjustment Coder—CRC**

**6. What is the National Cancer Registrars Association?**

**National Cancer Registrars Associates NCRA. Their Mission is to “serve as the premier education, credentialing, and advocacy resource for cancer data professionals.” Certifies the National tumor Registrar CTR certification.**

**7. Answers to check your understands 11.1 and 1.2**

**1.1**

**1. A. Certification**

**2. A. Engage**

**3. B. House of Delegates**

**4. C. foster professional development of its members**

**5. B. Registered Health Information Technician**

**8. Visit**[**http://hicareers.com/CareerMap/**](http://hicareers.com/CareerMap/)**re: Career paths. Write a career plan.**

Medical Biller, Health Information Technician, Coding Professional, coding Manager, Director of Coding, Vice President of coding

**9. Visit**[**http://www.ahima.org/certification**](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?**

**All require a certain amount of education. The more advanced certifications require more education and experience. The entry level certifications require less but to maintain must continue getting CEU’s. All have a goal to continue education.**