**Workbook assignment Anita Hakala**

**Chapter 1**

**Introduction to the HIM Profession**

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**Real-World Case**

With the advent of the EHR, staffing patterns are changing. More and more HIM staff members are working from home, which improves job satisfaction. Many of these employees will no longer perform many of the traditional HIM roles. With these changes, many functions no longer require 24/7/365 coverage. At Vanderbilt University Medical Center, the HIM staff need to utilize a different skill set than ever before. They must be able to correct errors in the EHR, solve problems, understand health record content, and be able to analyze data. Other skills include data mapping, strong interpersonal skills, and advanced understanding of the EHR.

Adapted from: Warner, D. 2011. The EHR’s impact on staffing models. *Journal of AHIMA* 82(9):44–45.

**Real-World Case Discussion Questions**

1. How is the EHR changing the roles of the HIM staff? As above the HER has offered a multitude of opportunities to the HIM professionals. They have had to continually worked on process improvement, their education and knowledge to meet the demands of the healthcare system.

2. Why are credentials important? It demonstrates the knowledge and professional skills necessary for optimal performance in the workplace.

3. What is your view of the HIM profession? Just this first chapter has opened my eyes to all the possibilities for a profession in this field. I didn’t realize so many professions fell under this one umbrella. I feel it is one of the most important ways for patients to get appropriate healthcare.

**Application Exercises These three questions were answered previously.**

1. Visit the AHIMA website and research the qualifications for taking each certification examination and the continuing education requirements for maintaining each credential. What similarities and differences do you see?

2. Visit the AHIMA website and make a list of the current national committees. What are the names of these committees and what is their purpose?

3. Contact AHIMA via its website and determine how you can become a student member of AHIMA.

**Review Quiz**

*Instructions:* For each item, complete the statement correctly or choose the most appropriate answer.

1. The first professional association for health information managers was established in:
   1. 1900
   2. 1905
   3. 1928
   4. 1970
2. The hospital standardization program was started by the American College of Surgeons in:
   1. 1900
   2. 1905
   3. 1918
   4. 1928
3. The formal approval process for academic programs in health information management is called:
   1. Accreditation
   2. Certification
   3. Registration
   4. Standardization
4. The formal process for conferring a health information management credential is called:
   1. Accreditation
   2. Certification
   3. Registration
   4. Standardization
5. Which of the following are elected to their positions by AHIMA members?
   1. AHIMA Board of Directors
   2. Members of the Council on Certification
   3. Members of the Commission on Accreditation for Health Informatics and Information Management Education
   4. All of the above
6. Which of the following functions as the legislative body of AHIMA?
   1. AHIMA Board of Directors
   2. AHIMA Commission on Certification for Health Informatics and Information Management
   3. AHIMA House of Delegates
   4. AHIMA Foundation
7. Which of the following make up a virtual network of AHIMA members?
   1. AHIMA Board of Directors
   2. AHIMA Council on Certification
   3. AHIMA Communities of Practice
   4. AHIMA House of Delegates
8. Which of the following is an arm of AHIMA that promotes education and research in health information management?
   1. AHIMA Board of Directors
   2. AHIMA CAHIIM
   3. AHIMA Foundation
   4. AHIMA Commission on Certification for Health Informatics and Information Management
9. Which of the following best describes the mission of AHIMA?
   1. Community of professionals providing support to members and strengthening the industry and profession
   2. Community of professionals whose major purpose is lobbying Congress to change laws
   3. Community of credentialed members who monitor the credentialing process
   4. Community of credentialed members whose purpose is to ensure jobs for their members
10. Which professional organization sponsors the CTR certification?
    1. AHIMA
    2. NCRA
    3. AAPC
    4. Community College Consortia