

# FOCUS

**MHIMA** | An Affiliate of **AHIMA**  
 Michigan Health Information Management Association | American Health Information Management Association®

NEWSLETTER OF THE MICHIGAN HEALTH INFORMATION MANAGEMENT ASSOCIATION

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July/August  
2004

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**VISIT US ON THE WEB:**  
www.mhima.org

## OUR MISSION

The Mission of the Michigan Health Information Management Association is to be Michigan's expert voice on health information.

Michigan Health Information Leaders

## MHIMA ANNUAL MEETING AND EXHIBITS 2004

The MHIMA Annual Meeting for 2004 was held at the Crowne Plaza Hotel in Grand Rapids, Michigan on May 12 – 14. It was a very successful meeting. There were 236 member registrations for the three-day event and 42 vendor booths. The hotel and staff were excellent in service and anticipation of the needs of all. Several vendors commented that this was the best show they had attended in several years.

The meeting started out with a welcome from SWMHIMA President, Susan Chamberlain, RHIA. She then introduced the Keynote Speaker for Wednesday, Brian Peters, Senior Vice President of Advocacy at the Michigan Health and Hospital Association. Brian addressed "Michigan's Health Care Future". He presented an assessment of Legislative Regulatory, Political and Technological Trends impacting health care delivery in Michigan.

Jill Callahan Dennis, JD, RHIA presented the AHIMA update, "Success by Association...The Future of HIM Starts With You". She discussed the changes taking place in healthcare, how these changes are affecting HIM professionals and what each person can do about it. She mentioned several initiatives that are happening; 1. The proposed budget for the White House includes Health Care Information Technology (IT) funds. 2. A draft standard for trial use of HL7 as a model for the electronic health record has been proposed. 3. ICD-10-CM field-testing has been performed by many hospitals in the country. She also discussed e-HIM and the workforce study highlights. Jill went on to say "Success by Association – The Key: Become a change leader". She challenged members to participate in community Electronic Health Record (EHR) demonstration projects, track key issues, and use the Advocacy Assistant: [www.ahima.org/dc/aa](http://www.ahima.org/dc/aa). She states "change is happening; be prepared, the healthcare industry needs us, so embrace the e-HIM possibilities.

The business meeting was short and covered all business necessary to the association. Two important items mentioned were the new Medical Record Access Act, HB 4706, and the elimination of the **FOCUS** newsletter in the paper format. Also this year a practice from previous years was re-implemented and the new Board of Directors was installed in a special ceremony.

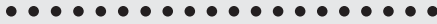
On both Wednesday and Thursday, members and vendors interacted with lunch and breaks together. Special time was set-aside for members to view all of the vendor areas. An MHIMA card was created and members visited each booth to receive a sticker for their card. The completed cards were included in a drawing for members to receive a free bed and breakfast from the Crowne Plaza Hotel. As always the vendors gave away many wonderful gifts to the members and MHIMA continues to appreciate their support and products.

Scott Faulkner, CEO of InterFix, LLC presented "Language Problems: Building the Road to eHIM with your IT Colleagues". Scott mentioned the importance of the electronic health record and the fact that President Bush is supporting this initiative personally and with proposed funds. He explained many IT terms in words all would understand and used many examples of ways to communicate more effectively with those who work in IT. He stressed the importance of HIM getting involved with IT and assisting in planning strategies together. The information he provided helped many understand some of the complicated IT language more easily.

(continued on page 2)

# MHIMA

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### DEADLINE

for September/October issue:  
August 15, 2004

Please forward articles in hard copy  
or on disk to the Editor.

For issues concerning MHIMA contact:

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Janice Crocker, MSA, RHIA, CCS, CHP, a healthcare consultant for Crowe, Chizek and Company, present "Electronic Medical Records and Practice Management Systems in Physician Practice" Jan covered the considerations needed for the new computer system, initial planning, getting started with the selection process, preparing for hands-on demonstrations from the vendors, the selection process, contract negotiations, training for the new system, ongoing exploration and use of the system capabilities and working with the vendor and users.

Charlotte Almassalkhi, MS, RHIA, Manager HIM Consulting NE and SE regions for Precyse Solutions presented "Best Practices in Record Completion". She covered all of the necessary requirements for a successful Record Completion program. She introduced many ideas and sample forms that will be valuable resources to help implement her suggestions for record completion.

Leslie Charles, CSP is an award winning professional speaker, author and business consultant. She presented "Why Is Everyone So Cranky?" This presentation was based on her book by the same name and explains how we became a cranky culture and how we can choose not to participate. She covered the ten social trends responsible for our vanishing self-control and made recommendations on what to do to reclaim composure before it is too late. Those attending were entertained, encouraged and enlightened with insights to help change the way they view society and themselves. Her presentation was especially motivating.

Veronica Marsich, JD is an attorney with Smith, Haughey, Rice & Roegge. Her primary focus with the firm is health care law in the areas of Medicare and Medicaid, Blue Cross and other private payer reimbursement, and relevant regulatory issues including representation of health care providers in contract negotiations, corporate compliance, and investigations involving Medicare and Medicaid reimbursement. She discussed the new Michigan Medical Records Access Act, an update on the Department of Health and Human Services/Office of Inspector General, electronic medical records and the President's new initiatives, email and protected health information, and subpoenas & HIPAA. Members stayed after her presentation where she answered many individual questions.

Sally Rynberg, MSA, RHIA is the Manager for Data Standards for Trinity Health Services. Her presentation was "Data Standardization". The presentation helped members understand the value of standardizing each organization's data dictionary, learn methods for implementing standardization efforts, and how to measure effectiveness of standardization efforts. Sally documented her experience and successes in the development of standards for the Corporate Trinity Health Services to make the recommendations to others.

Rebecca Kolinski, is a Clinical Project Manager for MPRO. Her presentation was "Medicare Public Reporting Initiatives – The Impact on Your Organization and Your Customers". She covered the background and current status of the Medicare Quality Initiatives for Hospitals, Nursing Homes and Home Health Agencies, reviewed the hospital public reporting initiatives, including the National Voluntary Hospital Reporting Initiative (NVHRI) and Medicare Annual Payment Update, and future trends in public reporting. She discussed the CMS validation process and listed additional resources for members. MPRO's website is [www.mpro.org](http://www.mpro.org), Centers for Medicare & Medicaid (CMS) Quality Initiatives web page is [www.cms.hhs.gov/quality](http://www.cms.hhs.gov/quality), and American Healthcare Quality Association website is [www.ahqa.org](http://www.ahqa.org). She can be contacted at 248-465-7376 or [rkolinsk@mpro.org](mailto:rkolinsk@mpro.org).

Susan Sackett, RRT, BS is the HIM Manager at Bronson Methodist Hospital in Kalamazoo. Her presentation was "Implementation of the Electronic Health Record". Sue discussed the implementation of the Electronic Health Record (EHR) at Bronson Hospital, along with the problems they encountered. They started with the patient folder and included barcodes, data capture and complete chart capture. She also discussed the continuing challenges they face and the advantages they have seen with the EHR.

Theresa Wulbrecht is the Director of the Interagency Coordination Program for the Disability Determination Service. Her presentation was "Social Security Disability Electronic Claims Process-Role of Medical Record Providers". Social Security wants to move from paper claim forms to electronic. They will allow Fax, which will be converted to electronic through the fax machine, and secure website-single case or secure website-bulk transfer. This transfer is allowed with HIPAA. They plan to begin in October 2004. You can contact them

for more information. Tom Ward, Kalamazoo, 800-829-7763, Ext 73509 or [tom.a.ward@ssa.gov](mailto:tom.a.ward@ssa.gov), Mimi Wirtanen, Lansing, 800-366-3403, Ext. 34398, or [mimi.wirtanen@ssa.gov](mailto:mimi.wirtanen@ssa.gov), LaShawn Taylor, Detroit 800-383-7155, Ext. 61443 or [lashawn.taylor@ssa.gov](mailto:lashawn.taylor@ssa.gov), James Parrish, Traverse City, 800-632-1097, Ext. 738 or [james.parrish@ssa.gov](mailto:james.parrish@ssa.gov).

William VanDoornik RHIA is the Project Genesis Readiness Facilitator for Trinity Information Systems and Michelle Carter, RHIA is the Manager of HIM and Chief Privacy Officer at Holland Community Hospital. Their presentation was “Implementation of an Electronic Medical Record System... and Beyond” They started with things to remember with the system selection and important considerations for implementation. Then training of staff and physicians was performed and policies and procedures developed. They also discussed many other issues that occurred during the implementation that should be kept in mind.

Pat Biesboer, RHIA is the Director of HIM for eWebHealth and Karen Sowislo, RHIA is Director of Health Information Management and Medical Transcription at St. John Hospital. Their presentation was “Best Practices in Home-Based Coding”. Their presentation covered all of the planning, operational, security, IS support considerations to be taken prior to implementing a home coding program. Pat and Karen then went through the actual process and time line for implementation of the home coding program at St. John Hospital.

Dr. Keith Postma and ENT surgeon with MMPC in Grand Rapids presented “ENT Procedures – Anatomy & Physiology. He reviewed several major ENT procedures and discussed the anatomy involved to help coders understand the procedures better. Then, Susan Chamberlain, RHIA, CCS-P an instructor at Ferris State University Grand Rapids and owner of Superior Education & Auditing did a presentation to complement Dr. Postma called “ENT Procedures – CPT Coding”. She reviewed the coding for the ENT procedures that were explained by Dr. Postma.

Charlie Robinson, RHIT, CCS-P a Senior Health Care Consultant for Plante & Moran, PLLC presented “APC’s Revenue Cycle, and Coders. How Do They All Fit Together”. He reviewed the complete revenue cycle including coding, discussed the coders’ role in reimbursement and the connection between the coding and billing departments. He demonstrated the importance of the coders in the overall process throughout his presentation.

Ginny Pitts, RHIT is the Manager of Quality Review at Hackley Hospital in Muskegon. She did a presentation on “Blue Cross/Medicare Appeals – Your Rights and Responsibilities”. Her presentation included the Blue Cross/Medicare denial and appeals process. She also presented actual case examples and asked for audience participation to determine the appropriateness of the case and coding of it and then compared it with actual decisions.

Rochelle Cooper, RHIA, CCS is the Director of Compliance at William Beaumont Hospital. Her presentation was titled “ICD 9 is From Jupiter and ICD 10 is From A Galaxy Far, Far Away (NOT!)” She discussed the goals, purpose, implementation, development, and benefits of ICD 10. She also covered the history of ICD 10 and the basic guidelines. Rochelle also mentioned the training needs for ICD 10 and resources that would be helpful to answer questions members may have. She also included a handout with the Structure of the Tabular list by Chapter.

The 2004 Annual Meeting and Exhibits were a great success. MHIMA thanks all of the member speakers and vendors that participated to help achieve this great meeting.

*Marsha Allen, RHIA  
MHIMA Central Office*



*Many members visited the exhibit booths for information and networking.*



# MHIMA Celebrates 75 Years

The President's Reception was held on Thursday night, May 13<sup>th</sup> this year. It was a great celebration for MHIMA members that were able to attend. The theme was "Diamonds and Ice". There were special candy bars with the 75<sup>th</sup> anniversary markings and silver wrapped mints.



From left to right:

*Marsha Allen, RHIA, MHIMA Central Office Coordinator, Chris McCann, RHIA, Director, 2003-05, Tracy Brown, President Elect, 2003-04, Sally Rynberg, RHIA, President Elect, 2004-05, Carol Jennings, RHIA, FAHIMA, Vice President, 2003-04, Leslie Mack, RHIT, President 2003-04, Amy Savage, Past President Director 2003-04, and Karen Ruehl, RHIA, Director 2003-04 and Secretary/Treasurer 2004-06.*



*Belle Bell, Bob Mack and MHIMA President Leslie Mack enjoy the President's Reception.*

# MHIMA Celebrates 75 Years with Past Presidents



On Friday, May 14<sup>th</sup> MHIMA celebrated 75 years with a special awards luncheon. Fifteen Past Presidents were able to attend and each of them were presented with a rose and introduced to the membership.

Pictured from left to right are:

- |                  |         |
|------------------|---------|
| Judy Asiala      | 1991-92 |
| Peggy Chapo      | 2001-02 |
| Margaret Neterer | 1992-93 |
| Ann Witcher      | 1990-91 |
| Paul Gustafson   | 1974-75 |
| Carol Jennings   | 1986-87 |
| Joan Tyree       | 1995-96 |
| Jan Crocker      | 1988-89 |
| Jeanette Linck   | 1975-76 |
| Amy Savage       | 2002-03 |
| Leslie Mack      | 2003-04 |
| Pat Mattson      | 1980-81 |
| Dolores Martinez | 1973-74 |
| Rochelle Cooper  | 1999-00 |
| Pat Rubio        | 1994-95 |

# Attention MHIMA Members We Need You!

The Nominating Committee is asking you to seriously consider becoming more active in the leadership ranks of MHIMA. In order for MHIMA to continue its growth and activities, please consider submitting your name as a possible nominee for:

## OFFICERS:

**President-Elect:** Attend all meetings of the Board of Directors. Maintain liaison with regional associations; appoint the Chair of the Nominating Committee with the approval of the Board of Directors, and to perform such duties as delegated by the President and/or Board of Directors.

**Vice-President:** Serve as an aide to the President; assume the duties of the President in his/her absence or inability to serve. Serve as General Chairman of the Convention Arrangements Committee.

**Director:** (2 year term) Attend all meetings of the Board of Directors and assist in carrying out the business of the Association. Perform such duties as delegated by the President and/or Board of Directors.

**Delegate:** (2 year term) Represent MHIMA at AHIMA's House of Delegates; serve as an advocate to regional associations. Requires access to e-mail and the Internet, good communication skills, and critical and strategic thinking skills.

**MHIMA Nominating Committee:** Represent MHIMA in selecting qualified candidates to run for office in the following year election.

**Yes! Yes!** I am willing to participate in MHIMA's future!

I would be willing to serve: \_\_\_\_\_  
OFFICE OR COMMITTEE

NAME TYPED / PRINTED SIGNATURE DATE

PLACE OF EMPLOYMENT PREFERRED PHONE NUMBER E-MAIL ADDRESS

You may also submit names of any MHIMA active or associate members who would be qualified for office or committee membership:

NAME PHONE NUMBER E-MAIL ADDRESS

NAME PHONE NUMBER E-MAIL ADDRESS

NAME PHONE NUMBER E-MAIL ADDRESS

Please return completed forms by November 1, 2004 to:

Rochelle Cooper, RHIA, CCS  
Chairman, MHIMA Nominating Committee  
6380 Denton Drive  
Troy, MI 48098  
Phone: 248.551.5120  
Fax: 248.551.1078  
Email: rcooper@beaumont.edu

or

Marsha Allen, RHIA  
MHIMA Central Office  
3311 David-Bee Street  
Muskegon, MI 49444  
Phone: 231.767.9717  
Fax: 231.767.2557  
Email: marsha@mhima.org

# President's Message



In preparation for starting my term as President of MHIMA, I received various suggestions for my first message for FOCUS. The biggest recurring topic was how our profession has evolved over our first 75 years. We have progressed from

Medical Record Librarians to Medical Record Administrators and Technicians to our current Health Information Management professional title. Throughout our name changes, the profession's vision has stayed the same; handling our healthcare needs in the most professional and effective manner. Currently there are over 200 job titles in profession. Wow! Can you imagine where we are going in the next 75 years? Our imaginations are the gateway to the future.

On a less visionary level, the MHIMA continues to evaluate and provide communications and resources so that membership can stay on the cutting edge of these technological changes. We have a diverse group of wonderful individuals that have been willing to take on volunteer roles of leadership for the Association. I look forward to working with them and hearing the wonderful ideas they bring to the table.

The Association has an impressive history to guide it. This Board has big shoes to fill, but we are up to the challenge. We will continue to streamline processes and communications to utilize technology and electronic resources available to us and to maintain a conservative approach to our budget. If MHIMA professionals want to be the healthcare gurus of the management of healthcare information, we need to provide resources at the level healthcare organizations need them to be.

We now send FOCUS electronically. We will use this venue to report Association activities as well as increase our use of the MHIMA.org website and the Michigan CoP at AHIMA.org. Both of these professional sites provide a broad, diverse and timely response to questions from the membership. Please include these sites in your web surfing.

By the next issue of FOCUS, summer Team Talks and the Leadership Conference will have occurred. Stay tuned!

*Tracy Mardis-Brown, RHLA  
President*



## Spotlight on AHIMA/MHIMA

### THE TOPIC THIS MONTH IS:

#### *Coding*

Are you looking for an active CoP to provide all of your coding needs? Well look no further than the Coding Community. The Coding Community of Practice transitioned from the Society for Clinical Coding in October 2001 when the CoPs were unveiled in order to allow more member access and increase networking for members in all areas of coding. The community's goals are to improve coding skills through education, provide networking opportunities between members, and share coding practices, challenges, and requirements in order to affect policy changes in the industry. Facilitator Judy Bielby, MBA, RHIA, CPHQ, CCS, notes that the thriving Coding CoP boasts more than 6,000 members as well an abundance of resources. "There is a lot of activity, especially in the discussion threads," she says. The Coding CoP also offers *CodeWrite*, a monthly electronic newsletter as well as a follow-up Chat with Peers. Bielby has made visiting the Coding CoP a part of her daily routine. "I start my work day in the Coding CoP and then review the discussion threads," she says. "This CoP is more of a general coding community and has the most members. I then move on to discussion threads in one of the other coding CoPs." If you have not done so already, visit [www.ahima.org](http://www.ahima.org) and join the Coding Community of Practice today.

*(From AHIMA Website CoP Home Page)*

## TREASURER'S REPORT

Total MHIMA Assets June 15, 2004  
**\$73,730.16**

# Yvonne Harbert Award

## Winner 2004: Joan Koets

The person chosen for the Health Information Technology Yvonne Harbert Achievement Award for 2004 was Joan M. Koets. She graduated from Ferris State University in May 2004. She has been a previous AHIMA FORE scholarship winner in 2001, 2002 and 2003. She has also been very involved in the SWMHIMA as a student member and most recently as the Publicity Director.

Joan currently is an office manager in the area of quality data collection and review of diabetes statistics.

In making the award decision, the committee reviewed her scholastic achievement, participation in community service/organizational activities, work experience, and other awards and recognition. She excelled in each of these areas. She is indeed deserving of this important honor. Congratulations, and MHIMA looks forward to your continued association.

She is pictured with MHIMA President Leslie Mack.



*Leslie Mack, RHIT presents the 2004 MHIMA Distinguished Member, Peggy Chapo, RHIA*

## MHIMA MEMBERSHIP JULY 2004

### MICHIGAN HEALTH INFORMATION MANAGEMENT ASSOCIATION

CODE	CLASSIFICATION	MEMBERSHIP 4-20-04	MEMBERSHIP 7-7-04	CHANGE
10	Active RHIT/RHIA CCS/CCS-P/CCA	1490	1508	+18
11	Active Senior	29	29	-
20	Associate	132	136	+4
21	Student	370	400	+30
	Honorary	1	1	-
50	Corporate	13	13	-
		2035	2087	+52
	Certified Nonmembers	1039	951	-88*

**PLEASE NOTE:** WHEN CHOOSING YOUR CATEGORY OF MEMBERSHIP, BE AWARE YOUR CHOICE OF SELECTING A STUDENT CLASSIFICATION MAY PREVENT YOU FROM VOTING IN NATIONAL AND STATE ASSOCIATION ELECTIONS.

\*AHIMA changed the way they count these members. The number includes all previous members even if dues have not been paid.

Be creative  
and informative!

If you would like to contribute  
to an upcoming issue of  
**FOCUS**  
please e-mail the editor at  
[dholsteg@hackley-health.org](mailto:dholsteg@hackley-health.org)

## AHIMA MEMBER PROFILE

### Have You Tried It Lately?

AHIMA recently launched a redesigned “Member Profile.” We have made the profile function more user friendly. With this new format, you can more easily update your:

- My Contact Information (includes e-mail, fax and postal information, and more)
- My Demographics (includes title, years in the profession, salary, and so on)
- My Work Settings (hospital, clinics, and so on)
- My Job Functions (including the multiple hats you may wear)
- My Education Info (provide your education history)
- My Areas of Interest (just what it says)
- My Communication Preferences (new section)

AHIMA has a wealth of information to give to members. We can only service your needs when we have the correct information on file. In order to track and report on industry trends related to salary, education, and workforce, we need accurate and updated profile data. Please take time today to not only update your profile but also to ensure you have completed all sections

## AHIMA MEMBER BENEFIT

### Advocacy Assistant

Are you familiar with one of AHIMA’s most useful member benefits? Advocacy Assistant is an online tool designed to assist members who want to speak out about health information management issues at the federal, state, and local levels. Members can learn about advocacy, send e-mails directly to federally elected legislators, and even contact the president directly. During this election year, this can be an especially useful tool. The program also has a media contacts list where you can send e-mails to newspaper editors within your state. Go here to read more and to log in to this exciting program for members.

### CODING TIP: TRANSVENOUS INTRAHEPATIC PORTOSYSTEMIC SHUNT

Transvenous intrahepatic portosystemic shunt (TIPS), a relatively new procedure, is a nonsurgical method of establishing a portosystemic shunt tract and placing a metallic stent to manage complications of portal hypertension that result in variceal bleeding and ascites. When coding TIPS, one must understand how the procedure is performed and be aware of the key words for indexing it in both CPT and ICD-9-CM. For example, select “insertion” or “revision,” then “shunt, intrahepatic portosystemic” to locate the CPT codes for the TIPS procedures. CPT code 37182 is assigned for the insertion and CPT code 37183 is available for revisions. Coding guidance is provided within the description of these codes. CPT clarifies that the codes 37182 and 37183 include all components of the procedure and they are not separately reported. An instructional note states that the imaging (codes 75885 or 75887) is not assigned in conjunction with codes 37182 or 37183.

*Source: “Tips for TIPS: Transvenous Intrahepatic Portosystemic Shunt.”  
Journal of AHIMA March 2004*

## JOB BANK

One of the benefits of your membership to AHIMA is use of the Job Bank. Now offering special offers for job seekers and discounts for posting employers, Career Headquarters is home to the top jobs postings in the association industry. Find your perfect job here, today.

### Job Bank Features

**Post Your Resume**—Looking for new opportunities? Create a resume in My Resume, so HIM recruiters and employers have an opportunity to seek you out.

**Post Job Openings**—Post an unlimited number of open positions using this online form. Plus, you can create a company profile, for use with all your job listings. Go to “My Job Postings.”

**Search Jobs**—Now, you can search jobs by job category, state, country, and keywords. Go to “Search Jobs.”

**Search Resumes**—Looking for qualified HIM professionals? Search the resume bank to see members who are looking for new opportunities. Go to “Search Resumes.”

Each month, we will feature some of the openings currently listed in the Job Bank. Of course, for a more extensive list, please log on to the Job Bank in the Communities of Practice section of the Web site.

*(From AHIMA Resource Newsletter, June 2004)*

# FOR THE RECORD

**The Nation's Foremost Newsmagazine for Health Information Professionals**

## SUPPORT YOUR PROFESSION

Each time a recruitment ad is placed in **FOR THE RECORD**, a portion of the revenue goes back to the Michigan state **HIM** association for its use in promoting the profession.

Thank you for your continued support and for making **FOR THE RECORD** the Nation's foremost newsmagazine for **HIM** professionals; the only health information management magazine endorsed by **26 state HIM** associations!

FOR MORE INFORMATION	FOR THE RECORD
3801 SCHUYLKILL ROAD	SPRING CITY, PA 19475
(800) 278.4400	WWW.FORTHERECORDMAG.COM

Act No. 47 Public Acts of 2004  
Approved by the Governor  
April 1, 2004  
Filed with the Secretary of State  
April 1, 2004  
EFFECTIVE DATE: April 1, 2004  
STATE OF MICHIGAN  
92ND LEGISLATURE  
REGULAR SESSION OF 2004

Introduced by Reps. Vander Veen, Newell, Ehardt, Meyer, Middaugh, Voorhees, Sheen and Rocca

## ENROLLED HOUSE BILL No. 4706

AN ACT to provide for and to regulate access to and disclosure of medical records; to prescribe powers and duties of certain state agencies and departments; to establish fees; to prescribe administrative sanctions; and to provide remedies.

The People of the State of Michigan enact:

Sec. 1. This act shall be known and may be cited as the “medical records access act”.

Sec. 3. As used in this act:

(a) “Authorized representative” means either of the following:

(i) A person empowered by the patient by explicit written authorization to act on the patient’s behalf to access, disclose, or consent to the disclosure of the patient’s medical record, in accordance with this act.

(ii) If the patient is deceased, his or her personal representative or his or her heirs at law or the beneficiary of the patient’s life insurance policy, to the extent provided by section 2157 of the revised judicature act of 1961, 1961 PA 236, MCL 600.2157.

(b) “Detroit consumer price index” means the most comprehensive index of consumer prices available for the Detroit area from the bureau of labor statistics of the United States department of labor.

(c) “Guardian” means an individual who is appointed under section 5306 of the estates and protected individuals code, 1998 PA 386, MCL 700.5306, to the extent that the scope of the guardianship includes the authority to act on the individual’s behalf with regard to his or her health care. Guardian includes an individual who is appointed as the guardian of a minor under section 5202 or 5204 of the estates and protected individuals code, 1998 PA 386, MCL 700.5202 and 700.5204, or under the mental health code, 1974 PA 258, MCL 330.1001 to 330.2106, to the extent that the scope of the guardianship includes the authority to act on the individual’s behalf with regard to his or her health care.

(d) “Health care” means any care, service, or procedure provided by a health care provider or health facility to diagnose, treat, or maintain a patient’s physical condition, or that affects the structure or a function of the human body.

(e) “Health care provider” means a person who is licensed or registered or otherwise authorized under article 15 of the public health code, 1978 PA

368, MCL 333.16101 to 333.18838, to provide health care in the ordinary course of business or practice of a health profession. Health care provider does not include a person who provides health care solely through the sale or dispensing of drugs or medical devices or a psychiatrist, psychologist, social worker, or professional counselor who provides only mental health services.

(f) “Health facility” means a health facility or agency licensed under article 17 of the public health code, 1978 PA 368, MCL 333.20101 to 333.22260, or any other organized entity where a health care provider provides health care to patients.

(g) “Maintain”, as related to medical records, means to hold, possess, preserve, retain, store, or control medical records.

(h) “Medicaid” means that term as defined in section 2701 of the public health code, 1978 PA 368, MCL 333.2701.

(i) “Medical record” means information oral or recorded in any form or medium that pertains to a patient’s health care, medical history, diagnosis, prognosis, or medical condition and that is maintained by a health care provider or health facility in the process of the patient’s health.

(j) “Medical records company” means a person who stores, locates, or copies medical records for a health care provider or health facility under a contract or agreement with that health care provider or health facility and charges a fee for providing medical records to a patient or his or her authorized representative for that health care provider or health facility.

(k) “Medically indigent individual” means that term as defined under section 106 of the social welfare act, 1939 PA 280, MCL 400.106.

(l) “Medicare” means that term as defined in section 2701 of the public health code, 1978 PA 368, MCL 333.2701.

(m) “Minor” means an individual who is less than 18 years of age, but does not include an individual who is emancipated under section 4 of 1968 PA 293, MCL 722.4.

(n) “Patient” means an individual who receives or has received health care from a health care provider or health facility. Patient includes a guardian, if appointed, and a parent, guardian, or person acting in loco parentis, if the individual is a minor, unless the minor lawfully obtained health care without the consent or notification of a parent, guardian, or other person acting in loco parentis, in which case the minor has the exclusive right to exercise the rights of a patient under this act with respect to those medical records relating to that care.

(o) “Person” means an individual, corporation, estate, trust, partnership, association, joint venture, government, governmental subdivision or agency, or other legal or commercial entity.

(p) “Personal representative” means that term as defined in section 1106 of the estates and protected individuals code, 1998 PA 386, MCL 700.1106.

(q) “Third party payer” means a public or private health care payment or benefits program including, but not limited to, all of the following:

- (i) A health insurer.
- (ii) A nonprofit health care corporation.
- (iii) A health maintenance organization.
- (iv) A preferred provider organization.
- (v) A nonprofit dental care corporation.

(vi) Medicaid or medicare.

Sec. 5. (1) Except as otherwise provided by law or regulation, a patient or his or her authorized representative has the right to examine or obtain the patient’s medical record.

(2) An individual authorized under subsection (1) who wishes to examine or obtain a copy of the patient’s medical record shall submit a written request that is signed and dated by that individual not more than 60 days before being submitted to the health care provider or health facility that maintains the medical record that is the subject of the request. Upon receipt of a request under this subsection, a health care provider or health facility shall, as promptly as required under the circumstances, but not later than 30 days after receipt of the request or if the medical record is not maintained or accessible on-site not later than 60 days after receipt of the request, do 1 or more of the following:

(a) Make the medical record available for inspection or copying, or both, at the health care provider’s or health facility’s business location during regular business hours or provide a copy of all or part of the medical record, as requested by the patient or his or her authorized representative.

(b) If the health care provider or health facility has contracted with another person or medical records company to maintain the health care provider’s or health facility’s medical records, the health care provider or health facility shall transmit a request made under this subsection to the person or medical records company maintaining the medical records. The health care provider or health facility shall retrieve the medical record from the person or medical records company maintaining the medical records and comply with subdivision (a) or shall require the person or medical records company that maintains that medical record to comply with subdivision (a).

(c) Inform the patient or his or her authorized representative if the medical record does not exist or cannot be found.

(d) If the health care provider or health facility to which the request is directed does not maintain the medical record requested and does not have a contract with another person or medical records company as described in subdivision (b), so inform the patient or his or her authorized representative and provide the name and address, if known, of the health care provider or health facility that maintains the medical records.

(e) If the health care provider or health facility determines that disclosure of the requested medical record is likely to have an adverse effect on the patient, the health care provider or health facility shall provide a clear statement supporting that determination and provide the medical record to another health care provider, health facility, or legal counsel designated by the patient or his or her authorized representative.

(f) If the health care provider or health facility receives a request for a medical record that was obtained from someone other than a health care provider or health facility under a confidentiality agreement, the health care provider or health facility may deny access to that medical record if access to that medical record would be reasonably likely to reveal the source of the information. If the health care provider or health facility denies access under this subdivision, it shall provide the patient or his or her authorized representative with a written denial.

(g) The health care provider, health facility, or medical records company shall take reasonable steps to verify the identity of the person making the request to examine or obtain a copy of the patient’s medical record.

(3) If the health care provider, health facility, or medical records company is unable to take action as required under subsection (2) and the health care provider, health facility, or medical records company provides the patient with a written statement indicating the reasons for its delay within the required time period, the health care provider, health facility, or medical records company may extend the response time for no more than 30 days. A health care provider, health facility, or medical records company may only extend the response time once per request under this subsection.

Sec. 7. A health care provider or health facility that receives a request for a medical record under section 5 shall not inquire as to the purpose of the request.

Sec. 9. (1) Except as otherwise provided in this section, if a patient or his or her authorized representative makes a request for a copy of all or part of his or her medical record under section 5, the health care provider, health facility, or medical records company to which the request is directed may charge the patient or his or her authorized representative a fee that is not more than the following amounts:

(a) An initial fee of \$20.00 per request for a copy of the record.

(b) Paper copies as follows:

- (i) One dollar per page for the first 20 pages.
- (ii) Fifty cents per page for pages 21 through 50.
- (iii) Twenty cents for pages 51 and over.

(c) If the medical record is in some form or medium other than paper, the actual cost of preparing a duplicate.

(d) Any postage or shipping costs incurred by the health care provider, health facility, or medical records company in providing the copies.

(e) Any actual costs incurred by the health care provider, health facility, or medical records company in retrieving medical records that are 7 years old or older and not maintained or accessible on-site.

(2) A health care provider, health facility, or medical records company may refuse to retrieve or copy all or part of a medical record for a patient or his or her authorized representative until the applicable fee is paid.

(3) A health care provider, health facility, or medical records company shall not charge a fee for retrieving, copying, or mailing all or part of a medical record other than a fee allowed under subsection (1). Except as otherwise provided in subsection (4), a health care provider, health facility, or medical records company shall waive all fees for a medically indigent individual. The health care provider, health facility, or medical records company may require the patient or his or her authorized representative to provide proof that the patient is a recipient of assistance as described in this subsection.

(4) A medically indigent individual that receives copies of medical records at no charge under subsection (3) is limited to 1 set of copies per health care provider, health facility, or medical records company. Any additional requests for the same records from the same health care provider, health facility, or medical records company shall be subject to the fee provisions under subsection (1).

(5) Notwithstanding subsection (1), a health care provider, health facility, or medical records company shall not charge a patient an initial fee for his or her medical record.

(6) Beginning 2 years after the effective date of this act, the department of community health shall adjust on an annual basis the fees prescribed by subsection (1) by an amount determined by the state treasurer to reflect the cumulative annual percentage change in the Detroit consumer price index.

Sec. 11. This act does not apply to copies of medical records provided to a third party payer, insurer as defined in section 106 of the insurance code of 1956, 1956 PA 218, MCL 500.106, or self-funded plan.

This act is ordered to take immediate effect.

*Clerk of the House of Representatives*  
*Secretary of the Senate*  
*Approved*  
*Governor*



# MHIMA PROMOTIONS

The MHIMA Central Office has the following promotional items available:

Please mark number requested next to the item you would like.

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w/darker gray logo on sleeve  
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with lighter green logo  
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with black logo  
Size Medium, Large, XL, XXL only  
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\_\_\_\_\_ **COFFEE MUGS**  
Off white with green logo  
**Sale \$4.00 each**

\_\_\_\_\_ **POST-IT NOTES**  
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4" x 6"  
**\$1.00 each or 6 for \$5.00**

\_\_\_\_\_ **TOTAL AMOUNT**  
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To order, print this form and send along with your check to the MHIMA Central Office. **There is no sales tax on orders.**

Send to:

Marsha Allen, RHIA  
MHIMA Central Office  
3311 David-Bee Street  
Muskegon, MI 49444

*If you have any questions, please call the office at 231-767-9717, or email the central office at [marsha@mhima.org](mailto:marsha@mhima.org)*

# REGIONAL HEALTH INFORMATION MANAGEMENT ASSOCIATION

## MEMBERSHIP

As you are aware, when you join AHIMA you also become a member of a component state association, which in your case is MHIMA. AHIMA rebates MHIMA 20% of the dues as your state association dues. However, the Regional HIM Associations in Michigan have separate memberships and dues.

The regional HIM Associations sponsor three to four quality educational programs every year. Some publish newsletters. They can also provide support through knowledge of local resources, and give you the opportunity to network with professionals in your area.

The membership application below allows you to join *any* or *all* of the Regional HIM Associations. You do not have to live in the area to be a member, and you don't have to be a member of MHIMA. Maybe you have co-workers who would benefit from membership to a regional association. Photocopy the application, as necessary. Once you join, you will be sent renewal notices each year. Email information is available on the website.

### 2004 Regional Association Membership Application

NAME \_\_\_\_\_

CREDENTIALS:     RHIA    RHIT    CCS/CCS-P    Student   Other \_\_\_\_\_

EMPLOYER/ORGANIZATION \_\_\_\_\_

ADDRESS ( Work    Home) \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_

HAVE YOU BEEN A MEMBER OF A REGIONAL ASSOCIATION?    YES    NO

**CHECK THE ASSOCIATION YOU ARE JOINING:**

- |   |   |   |
|---|---|---|
| <p><input type="checkbox"/> <b>Michiana Health information Management Assn. (MichianaHIMA)</b><br/>         Mail to: Darlene Lindsey, CPC-H<br/>         114 E. 9th Street<br/>         Mishawaka, IN 46544<br/>         574-237-7435<br/>         Dues: Active - \$10.00<br/>         Check payable to: <b>MichianaHIMA</b></p>        | <p><input type="checkbox"/> <b>MidMichigan Health Information Management Assn. (MMHIMA)</b><br/>         Mail to: Connie Klein, RHIT, CCS-P<br/>         1000 Houghton Avenue<br/>         Saginaw, MI 48602<br/>         989-583-6963<br/>         Dues: \$15.00   Students: \$10.00<br/>         Check payable to: <b>MMHIMA</b></p>      | <p><input type="checkbox"/> <b>North Central Michigan Health Information Management Assn. (NCMHIMA)</b><br/>         Mail to: Bonnie Owens, RHIT<br/>         1100 Brick Road<br/>         West Branch, MI 48661<br/>         989-846-3452<br/>         Dues: \$15.00<br/>         Check payable to: <b>NCMHIMA</b></p> |
| <p><input type="checkbox"/> <b>Northwest Michigan Health Information Management Assn. (NWMHIMA)</b><br/>         Mail to: Mari Dulin, RHIT<br/>         2031 Sisson Street<br/>         Muskegon, MI 49441<br/>         231-739-9492<br/>         Dues: \$10.00<br/>         Check payable to: <b>NWMHIMA</b></p>                       | <p><input type="checkbox"/> <b>Southeast Michigan Health Information Management Assn. (SEMHIMA)</b><br/>         Mail to: Rita Montague, RHIT<br/>         One Ford Place, Ste. 3E<br/>         Detroit, MI 48202<br/>         313-874-7962<br/>         Dues: \$20.00   Students: \$8.00<br/>         Check payable to: <b>SEMHIMA</b></p> | <p><input type="checkbox"/> <b>Southwest Michigan Health Information Management Assn. (SWMHIMA)</b><br/>         Mail to: Sue Chamberlain, RHIA<br/>         8720 Courtland<br/>         Rockford, MI 49341<br/>         616-647-9314<br/>         Dues: \$15.00<br/>         Check payable to: <b>SWMHIMA</b></p>      |
| <p><input type="checkbox"/> <b>Upper Peninsula Region Michigan Health Information Management Assn. (UPRMHIMA)</b><br/>         Mail to: Beverly Achatz, RHIT<br/>         101 S. Fourth Street<br/>         Ishpeming, MI 49849<br/>         906-485-2150<br/>         Dues: \$10.00<br/>         Check payable to: <b>UPRMHIMA</b></p> |   |   |



## NEW MEMBERS

Chasidy Baize .....	Flint
Rhonda Bell .....	Sterling Heights
Connie Bemis .....	Roseville
Felicia Bishop .....	Grand Rapids
Carol Boggs .....	Newport
Lauri Boomer .....	Traverse City
Heather Bristow .....	Warren
Amelia Burch .....	Kimball
Valerie Burchell .....	Bay City
Meghan Burkett .....	Buckley
Samantha Carlton .....	Davison
Deborah Cary .....	Battle Creek
Joy Chase .....	Grant
Cheryl Cheatom .....	Traverse City
Adam Clifford .....	Grandville
Colleen Corcoran .....	Kentwood
Rita Courier .....	Gaylord
Marie Dunn .....	Grand Rapids
Brooke DeBolt .....	Midland
Kimberly Devezin .....	Big Rapids
Sara Drougel .....	Grand Rapids
Loren Dunning .....	Grand Rapids
Cheryl Durham .....	Holland
Ruth Eilers .....	Grand Rapids
Connie Ferrera .....	Ontario, Canada
Teresa Frates .....	Grand Rapids
Karen Gagnon .....	Portage
Constance Galant .....	Clinton Township
Laura Gooder .....	Frederic
Linda Hagan .....	Wyoming
Tara Haggerty .....	Troy
Susan Haley .....	Clio
Valerie Hannah .....	Livonia
Melanie Harper .....	Grand Rapids
Dana Harris .....	Commerce
Stephanie Heath .....	Kentwood
Kathy Heibel .....	Wyoming
Judy Hess .....	Big Rapids
Sherry Howlett .....	Grand Rapids
Jeanette Iski .....	Lincoln Park
Felicia Johnson .....	Fruitport
Amy Joldersma .....	Wyoming

Lori Julian .....	Bay City
Diane Kerstein .....	Grand Rapids
Lea Kloviski .....	Jackson
Kenneth Kousky .....	Saginaw
Nancy Lange .....	Wyoming
Peggy Lehman .....	Comstock Park
Kathleen Levens .....	Fenton
Susan Longcore .....	Sparta
Vicki MacArthur .....	Vassar
Linda Marshall .....	Detroit
Michelle Massey .....	Eastpointe
Cynthia McLean .....	Grass Lake
Brandy Miller .....	Bailey
Deborah Miller .....	Inkster
Tammy Mills .....	Mount Morris
Kelly Munger .....	Warren
Debra Nelson .....	Sturgis
Wendy Newton .....	Romulus
Karen Parrish .....	White Cloud
Jennifer Patera .....	West Olive
Christina Prekaj .....	Fraser
Cornelia Risner .....	Alto
Robert Shallman .....	Highland
Tommy Simpkins .....	Freeland
Lori Slocum .....	Gaylord
Jacqueline Smith .....	Grand Rapids
Kevin Smith .....	Grand Rapids
Sallyanne Sobota .....	Kentwood
Judith Squibb .....	Harrison Township
Zamira Stanojevic .....	Kentwood
Charlys Sweet .....	Battle Creek
Heidi Tackmann .....	Lowell
Lynn Wilks .....	Bay City

## CONGRATULATIONS!

The following members have  
passed examinations!

### CCA's

Darcy Niblack .....	Britton
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### RHIT's

Connie DiDomenico .....	Emmett
Shawn Wood .....	Dearborn Heights

### CHP's

Janice Walton .....	Battle Creek
---------------------	--------------

# Corporate Members

## 2003-2004

DATE	CORPORATE NAME/ADDRESS/PHONE	CONTACT PERSON	WEBSITE/EMAIL
7/92	<b>3M Health Information Systems</b> PO Box 206 Metamora, Michigan 48455	Karen Ruehl Account Representative (810) 678-3574	www.mmm.com
7/93	<b>Van Belkum Voice &amp; Data Systems</b> 535 Cascade West Parkway SE Grand Rapids, Michigan 49546	Brian Elling Vice President (800) 968-2740	www.vanbelkum.com
1/94	<b>Keen Imaging/Keensource</b> 15959 Kroupa Road Traverse City, Michigan 49686	Karen Lobbs President (231) 223-9474	keenimg@aol.com
3/94	<b>The Rybar Group, Inc.</b> 1495 Dauner Road Fenton, Michigan 48430-1561	Claudine Hildreth Marketing Director (810) 750-6822	www.therybargroup.com
10/96	<b>Dictaphone Corporation</b> 45833 Lathum Drive Novi, Michigan 48374	David W.Quinley Healthcare Specialist (888) 471-3463, 4256	www.Dictaphone.com
8/98	<b>Dolbey and Company</b> 7182 Gateway Park Drive Clarkston, Michigan 48346	Mark Kuenzel Regional Vice President (888) 384-7828, Ext.155	www.dolbeyco.com
6/99	<b>Transolutions, Inc.</b> 18 N. Waukegan Road, Suite 100 Lake Bluff, Illinois 60044	Liz McHugh Marketing Coordinator (847) 574-2175	www.transolutions.net
4/02	<b>Iron Mountain Health Information Services</b> 2097 Bart Street Warren, Michigan 48091	Cindi Boettcher Branch Manager (586) 758-4400, Ext. 128	www.ironmountain.com
1/03	<b>eWebHealth</b> 2550 Northwinds Parkway, Suite 175 Alpharetta, Georgia 30004	Beth Friedman Director of Marketing (770) 804-8080, Ext. 210	www.ewebhealth.com
2/03	<b>Acusis LLC</b> 200 First Avenue Pittsburgh, Pennsylvania 15222	Michael Rigatti Regional Sales Manager (412) 209-1300	www.acusis.com
3/03	<b>Lubaway, Masten &amp; Co, LTD</b> 27780 Novi Road, Suite 255 Novi, Michigan 48377	Terri McIntosh (248) 347-1416	
3/04	<b>Information Managers &amp; Associates</b> 1200 Judd Avenue SW Wyoming, MI 49509	Erich Hein Account Executive (616) 243-0435	www.iminformation.com
4/04	<b>Business Information Systems</b> 1350 NE 56th St, #300 Ft. Lauderdale, FL 33334	Roland Leonard Sales Manager Northern Region (800) 834-7674	www.bisdigital.com
5/04	<b>PHNS, Inc.</b> 1255 S. Cedar Crest Blvd. Allentown, PA 18103	David Wright Sales Manager (610) 435-4404	www.phns.com

# MICHIGAN HEALTH INFORMATION MANAGEMENT ASSOCIATION

## BOARD OF DIRECTORS 2003 - 2004

### PRESIDENT

**Tracy Mardis-Brown, RHIA**  
 Work: 269-789-3902  
 Home: 517-279-9506  
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 E-mail: tbrown@oaklawnhospital.com

### PRESIDENT-ELECT

**Sally Rynberg, MSA, RHIA**  
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### VICE- PRESIDENT

**Charlie Robinson, RHIT, CCS-P**  
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 E-mail: crobinsom@medqust.com

### PAST PRESIDENT DIRECTOR

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### SECRETARY/ TREASURER

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### DIRECTOR 1ST YEAR

**Connie Klein, RHIT, CCS-P**  
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### DIRECTOR 2ND YEAR

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### CENTRAL OFFICE COORDINATOR

**Marsha Allen, RHIA**  
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### NOMINATING COMMITTEE

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## MHIMA REGIONAL ASSOCIATIONS

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**Tracy Mardis-Brown, RHIA - UPPER PENINSULA**  
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### DELEGATES

**Leslie Mack, RHIT - 2nd Year**  
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### PRESIDENT

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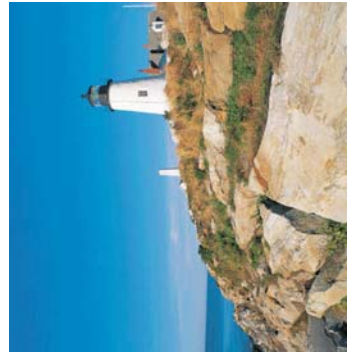
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**Rita Montague, RHIT**  
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**Susan Chamberlain, RHIA**  
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 E-mail: sea@superiorstaffing.biz

**Beverly Achatz, RHIT**  
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 Fax: 906-485-2116  
 E-mail: bachatz@bellmemorial.org



# Michigan Health Information Management Association

## CALENDAR OF EVENTS

DATE	LOCATION	SPONSOR	TOPIC	CONTACT	PHONE
9/17/04	MHA, Lansing, Michigan	MHIMA	Board Meeting	Central Office	231-767-9717
10/9-14/04	Washington DC	AHIMA	Annual Meeting and Exhibit/ IFHRO Health Rec. Cong.	AHIMA	<a href="http://www.ahima.org">www.ahima.org</a>
11/19/04	MHA, Lansing, Michigan	MHIMA	Board Meeting	Central Office	231-767-9717
1/21/05	MHA, Lansing, Michigan	MHIMA	Board Meeting	Central Office	231-767-9717
3/18/05	MHA, Lansing, Michigan	MHIMA	Board Meeting	Central Office	231-767-9717
5/18-20/05	Soaring Eagle, Mt. Pleasant, Michigan	MHIMA	Annual Meeting and Exhibits	Central Office	231-767-9717
10/15-20/05	San Diego, California	AHIMA	Annual Meeting and Exhibits	AHIMA	<a href="http://www.ahima.org">www.ahima.org</a>
5/22-24/06	Dearborn, Michigan	MHIMA	Annual Meeting and Exhibits	Central Office	231-767-9717
5/21-23/07	Kalamazoo, Michigan	MHIMA	Annual Meeting and Exhibits	Central Office	231-767-9717



### MHIMA

Michigan Health Information  
Management Association  
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