



## Report to the Board

To: WPHIMA Board  
From: Peri L. Long, RHIA  
Date: September 17, 2009

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During the First Quarter, I performed the following functions as President:

- Scheduled and chaired the 07/23/09 board meeting
- Prepared and submitted a report on WPHIMA activities to PHIMA for 08/13/09 meeting and appointed a representative for Western to be in attendance at that board meeting.
- Assisted education co-chairs as necessary with preparations for upcoming WPHIMA education sessions.
- Provided information for immediate WPHIMA website updates.
- Submitted information *Off the Record* Fall edition.
- Answered, or referred as appropriate, all e-mail questions referred to the President of WPHIMA.
- Made preparations for the business meeting to be held 09/18/09.

Thank you for allowing me to serve as your President. If there are any questions, feel free to contact me at [longp@conemaugh.org](mailto:longp@conemaugh.org)



## Report to the Board

TO: Peri L. Long, RHIA, President

FROM: Debra Prendergast, RHIT, President-Elect

DATE: September 18, 2009

RE: First Quarter

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During the 1<sup>st</sup> quarter 2009, I performed the following functions as President –Elect:

- Attended the July board meeting.
- Plan to attend the September Business Meeting and Educational Session.

Thank you for allowing me to serve as President- Elect. If you have any questions, please feel free to contact me at [prendergastd@upmc.edu](mailto:prendergastd@upmc.edu).



## Report to the Board

To: Peri Long, RHIA, President  
From: Jennifer E. Bitkowski, Vice President  
Date: September 17, 2009

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During the first quarter as Vice president I performed the following functions:

- I attended my first board meeting on July 23, 2009 in which we discussed our goals for this year.
- I plan on attending the Sept 18, 2009 WPHIMA educational session which is on ICD-9-CM coding updates. There will be 4 other individuals attending from my facility.
- I will be hosting the next WPHIMA educational session which will be October 23, 2009. The topic will be on RACS.

Thank you for allowing me to serve as your Vice President. If there are any questions, please feel free to contact me at [jbitkowski@washingtonhospital.org](mailto:jbitkowski@washingtonhospital.org).

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Thank you for allowing me to serve as (Insert Office or Committee Chair). If there are any questions, feel free to contact me at (Insert Email Address).

**WPHIMA**  
TREASURER'S REPORT  
9/11/2009

**Beginning Balance:** **\$18,982.72**

**Expenses:** **\$5,208.65**

Speaker fee  
4-30-09 meeting deposit  
leadership conference  
board meeting supplies  
meeting supplies/PHIMA fees  
outgoing president gift  
leadership conference  
WPHIMA annual meeting expense  
web maintenance  
knowledgeconnex

**Revenue:** **\$1,586.00**

vendor meeting sponsorship  
annual meeting deposit

**ENDING BALANCE:** **\$15,360.07**





## Report to the Board

To: Peri L. Long, RHIA

From: Cathy Straub, RHIT, CCS

Date: September 17, 2009

During the First Quarter, I performed the following functions as Secretary:

- I attended and documented the 07/23/09 WPHIMA Board Meeting

Memo

To: Peri Long, RHIA, President, WPHIMA

From: Laurie M. Johnson, MS, RHIA, CPC-H, Membership Chairman, WPHIMA

Date: September 13, 2009

Subject: Membership Report 1<sup>st</sup> Quarter 2009

I have accomplished the following tasks associated with the Membership Committee:

1. I met with Michele Bartholomew to transition as the Membership Chairman on September 12, 2009.
2. I have updated the Membership Application to include my address for mailed membership forms.
3. I have updated the membership listing to include payments and address changes as of 9/13/09.

The membership roll has the following:

Active Members:	211
Associate Members:	9
Retired Members:	1
Student Members:	5



*Western Pennsylvania Health Information Management Association*

DATE: September 9, 2009

TO: WPHIMA Board and Membership

FROM: Eve-Ellen Mandler, RHIA, MS, CCS  
Nominating Committee Chair

This Quarter:

Attended WPHIMA Board Meeting.

Represented WPHIMA at PHIMA Board Meeting.

Representing WPHIMA with the Western Organization of High School Guidance Counselors to promote the HIM Profession.

# **WPHIMA**

*Western Pennsylvania Health Information Management Association*

DATE: September 11, 2009

TO: WPHIMA Executive Board  
Peri Long, President

FROM: Michele Bartholomew and Chris Parfitt  
Education Co-Chairs

RE: 2009-10 First Quarter Report

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The following is a summary of current activities and plans for the Education Committee:

- We both attended WPHIMA Board meeting on July 23, 2009
- Developed Draft Education Calendar for 2009-10 at WPHIMA Board meeting – providing dates, speakers and locations
- The following Education sessions have been approved by the WPHIMA Board:

-Sept 18 <sup>th</sup>	ICD9 Coding Updates	WPAHS-Forbes Regional
-Oct 23 <sup>rd</sup>	RACs	Washington Hospital
-Dec 11 <sup>th</sup>	CPT 4 Updates	St. Clair Hospital
-April 30 <sup>th</sup>	Planning for ICD-10	Pasqarela Conference Center

Thank you for the opportunity to serve on the WPHIMA board. Please contact us with any questions.