



## Report to the Board

To: WPHIMA Board  
From: Peri L. Long, RHIA  
Date: December 3, 2009

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During the Second Quarter 2009, I performed the following functions as President:

- Scheduled and chaired the 10/13/09 board meeting.
- Provided input to Bylaws revisions.
- Prepared and submitted a report on WPHIMA activities to PHIMA for 11/13/09 meeting and appointed a representative for Western to be in attendance at that board meeting.
- Attended the October 23, 2009 WPHIMA educational session on RACS.
- WPHIMA as an organization cosponsored the Northeast US HealthCare Trade Faire in Mars, PA on November 4, 2009. In addition to co-sponsorship, the WPHIMA President and Education Co-Chairs attended, presented and moderated at this educational event.
- Assisted education co-chairs as necessary with preparations for upcoming WPHIMA education session December 11, 2009.
- Answered, or referred as appropriate, all e-mail questions referred to the President of WPHIMA.
- Prepared the agenda and coordinated the posting of reports for the for the business meeting to be held December 11, 2009.

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: December 11, 2009

RE: Second Quarter

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During the 2<sup>nd</sup> quarter 2009, I performed the following functions as President –Elect:

- Attended the October board meeting.
- Assisted the board in revisions to the proposed Past President Board position and bylaw changes.
- Attended the October RAC Update 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).



2400 Oxford Drive #170  
Bethel Park, PA  
15102

## Report to the Board

To: Peri Long, RHIA, President  
From: Jennifer E. Bitkowski, Vice President  
Date: December 3, 2009

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During the 2nd quarter as Vice president I performed the following functions:

- I attended the Sept 18, 2009 WPHIMA educational session which was on ICD-9-CM coding updates. There will be 4 other individuals that attended from my facility. Very informative session.
- Hosted the October 23, 2009 WPHIMA at our Wellness Center. This session was well attended. The topic was on RACs.
- Updated the bylaws.
- I will be attending the WPHIMA educational session on December 11, 2009 at St. Clair hospital. Topic of this session is CPT 2010 changes etc...

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).

TO: Peri Long, WPHIMA President  
FROM: Cathy Straub, WPHIMA Secretary  
RE: Second Quarter Board Report  
DATE: December 11, 2009

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

- I attended the board meeting held on October 13, 2009 and recorded the minutes.

**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**

Memo

To: Peri Long, RHIA, President, WPHIMA

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

Date: December 9, 2009

Subject: Membership Report

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

1. I have updated the membership listing to include payments and address changes as of 12/9/09.
2. I have updated the membership listing to include new applications.
3. I participated in the WPHIMA Board Meeting on October 13, 2009.

The membership roll has the following:

Active Members:	226
Associate Members:	10
Retired Members:	2
Student Members:	8



*Western Pennsylvania Health Information Management Association*

DATE: November 30, 2009

TO: Peri Long, RHIA  
WPHIMA President

FROM: Eve-Ellen Mandler, RHIA, MS, CCS, FAHIMA  
Chairman, WPHIMA Nominating Committee

The following has been accomplished this Quarter:

Represented WPHIMA on the PHIMA Nominating Committee. Have the following WPHIMA Members as candidates:

Secretary: Christel Chuderwicz  
Treasurer: Peri Long  
Director: Laurine Johnson  
Delegate: Sandy Frey

Attended the WPHIMA Board Meeting.

Attended and provided a presentation at our RAC seminar.

Will be representing WPHIMA at the Allegheny County Guidance Counselor's Association and will be providing a session on the HIM Profession.

# **WPHIMA**

*Western Pennsylvania Health Information Management Association*

DATE: November 30, 2009

TO: WPHIMA Executive Board  
Peri Long, President

FROM: Michele (Bartholomew) Maier and Chris Parfitt  
Education Co-Chairs

RE: 2009-10 Second Quarter Report

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

- Chris attended the WPHIMA Board meeting on October 13, 2009
- We both attended the WPHIMA Business meeting on September 18, 2009
- Participated in the US Healthcare Trade Faire on Nov 4<sup>th</sup>
- Provided the following education sessions:
  - ICD9 Coding Updates and Business meeting at WPAHS-Forbes Regional on Sept 18th
  - RACs education session at Washington Hospital on October 23rd
- The following Education sessions have been approved by the WPHIMA Board:

-Dec 11 <sup>th</sup>	CPT- 4 Updates	St. Clair Hospital
-March 26 <sup>th</sup>	Planning for ICD-10	Grove City Hospital
-April 30 <sup>th</sup>	Planning for ICD-10	Pasqarela Hospital, Johnstown
-June 18 <sup>th</sup>	Annual Meeting	West Penn Hospital

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