



CAHIM®

ANNUAL
REPORT

2020

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A WORD FROM THE CHAIR

In 2020, CAHIIM faced and resolved numerous operational challenges to its services and products as a result of the global coronavirus (COVID-19) pandemic. CAHIIM reconstituted its business operations to ensure support of programs seeking accreditation as well as provide consistent quality monitoring of its 300 plus accredited academic programs. With many academic institutions adhering to COVID-19 restrictions and raising concern for public health safety, CAHIIM temporarily suspended travel for initial and continuing comprehensive accreditation reviews. All scheduled face-to-face reviews were converted to a virtual format that will continue into 2021. An important CAHIIM goal for the year was to develop and deliver new educational offerings. The CAHIIM Annual Spring Conference was converted to a virtual format that provided formal presentations, and attendees were able to share issues related to educational delivery in a pandemic environment. CAHIIM continued its training opportunities with monthly Townhalls designed to help programs succeed in the accreditation process, and also implemented the first CAHIIM Virtual Fall Festival that brought relevant HI and HIM hot topics to educators and students alike. A new training initiative was implemented in the fall, CAHIIM Presents. This initiative features 15-20 minute interviews with notable educators, practitioners and researchers in the healthcare industry. Interviews appear on the CAHIIM website. CAHIIM will continue to adapt its business operations, address the issues presented by the pandemic and uphold its responsibility to the public to engage in consistent quality monitoring of HI and HIM accredited programs.

**MELANIE BRODNIK, PHD, MS, RHIA, FAHIMA
BOARD CHAIR, CAHIIM**



Message From The CEO



CAHIIM began the year by launching our new accreditation system for programs beginning their comprehensive review process and continuing to hone our new virtual visit process for site visits. When the COVID-19 pandemic began to spread in the United States in the early Spring, CAHIIM shifted all programs into a fully online format. Our quick response at the beginning of March allowed us to cancel all upcoming travel, including all currently scheduled site visits. Within one month, these site visits had all been rescheduled with the virtual format, and we were able to keep all of these programs in the current review cycle as well as transition our Accreditation Conference into an entirely virtual format. Participation in the conference and attendee response were incredibly positive, though we sincerely miss the opportunity to engage with program directors and faculty in person. During this time of uncertainty, we found an increased demand for training and events from the HI and HIM communities. In answer to this call, we continued our 2020 CAHIIM Townhall series while also launching an MHI Townhall series, the CAHIIM Presents interview series, and a free, virtual Fall Festival. The response from these events has been overwhelming, with participation far exceeding that of similar events prior to the pandemic. CAHIIM is excited about our improved engagement with accredited programs in the HI and HIM communities, and we look forward to continuing this trend in upcoming years.

Angela Kennedy, EdD, MBA, RHIA
CHEIF EXECUTIVE OFFICER, CAHIIM

Living Our Mission

OUR MISSION

Ensure educational excellence and enhanced workforce competence through innovative leadership

OUR VISION

A new era in innovation and educational excellence that supports public trust and workforce competence

CORE VALUES

Commitment, Innovation, Integrity, Respect

INNOVATE PROGRAMS AND PRODUCTS TO DRIVE IMPACT

-  Infuse technology across the CAHIIM experience
-  Accelerate, renew, and create products and services

EXPLORE VALUE CREATION LEVERAGE INTELLECTUAL PROPERTY

-  Design client/partner-centric fee model
-  Foster partnerships to expand CAHIIM's footprint
-  Conduct market research to assess value beyond healthcare

RECONSTITUTE BUSINESS OPERATIONS READINESS FOR THE FUTURE

-  Revise the corporate structure
-  Diversify board expertise
-  Cultivate an agile and engaged corporate culture



UNIVERSITY CORNER

CAHIIM's Volunteers have been instrumental in developing resources and various other tools to help programs, students, and the public to adapt to this new and exciting digital age. One such volunteer is Dr. Sue Feldman.

Sue Feldman, RN, MEd, PhD has been volunteering as a CAHIIM site reviewer since 2008 and on HIAC since 2016. Dr. Feldman is a Professor and Director of Graduate Programs in Health Informatics at the University of Alabama at Birmingham, where she is also a Senior Scientist in the Informatics Institute. Her research centers around health information systems for social good. Her current project involves leading the GuideSafe™ team.

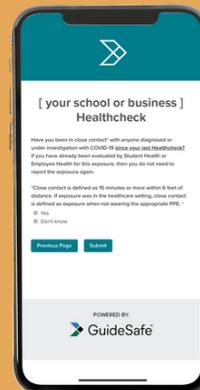
GuideSafe™ is a platform of tools to mitigate the spread of COVID-19. This platform of tools includes Healthcheck, a symptom assessment tool; an event passport, for entrance into events and classrooms; and the exposure notification app, for monitoring exposure to COVID-19 for those with whom you have come in close contact. GuideSafe™ Healthcheck is a legal, HR, and IRB aligned symptom assessment tool that delivers a risk stratification with actionable information. Users are then presented with an event passport with a unique ID number which is used to gain entry into public, corporate, and campus events as well as classrooms. The GuideSafe™ platform also includes our exposure notification app, built on the Google/Apple API, which anonymously notifies users of close contact with someone who later tests positive for COVID-19. GuideSafe™ is available nationwide by contacting Sue Feldman at sfeldman@uab.edu.



SUE FELDMAN, RN, MEd, PHD

Associate Professor

Director of Graduate Programs in Health Informatics
University of Alabama at Birmingham



GuideSafe Healthcheck has been implemented in 43 schools and businesses in Alabama and beyond with over 250,000 daily users.



GuideSafe Exposure Notification all has almost 130,000 downloads with 266 verified positive tests reported.

University Impact

Dr. Huebner, (Thomas M. Huebner, Jr., Ph.D.), President
Joseph Knight, Vice President
 Meridian Community College

COVID-19 has certainly had a major impact on instructional delivery at Meridian Community College. Our instructors jumped into action to obtain accreditation approvals for virtual clinical requirements, rearranged class meeting times and delivery formats to keep students moving forward, and socially spaced classrooms to comply with CDC contact tracing guidelines. These are just a few actions the college implemented to provide a safe environment for our students.

A quality plan of action was developed by faculty, staff, and administration and included a few simple goals:

- *Provide instruction in the safest way possible*
- *Maintain instructional integrity*
- *Keep students on schedule to complete on time*



In many cases, instruction moved to a digital format. In a number of situations, however, that wasn't possible. A variety of programs in our Health and Industrial divisions have significant "hands on" components and required a hybrid format rather than moving strictly online. Most amazingly, though, these transitions were implemented within two weeks. Our faculty, staff, and administration have worked exceptionally hard, and we are proud to report the plan of action has been highly successful. Since March of 2020, Meridian Community College has had fewer than 20 COVID-19 cases where a student or faculty member had to be quarantined. We are blessed to have wonderful people who are willing to go the extra mile to keep our students and coworkers safe while continuing to navigate instructional delivery with excellence, integrity, and patience.



HIGHLIGHTS OF 2020

Adapting to the pandemic

Our Covid-19 Response

To protect our staff and volunteers, CAHIIM made the executive decision early on in the year to move all operations online. Monthly Town Halls and other learning series were offered to programs to help guide them in their own conversions into online learning.



JANUARY

Town Hall:
CAHIIM in 2020
-Amanda Stefan

APRIL

CAHIIM's Accreditation Process Conference

MAY

Town Hall:
Creating Safe, Inclusive Learning Environments Online and Elsewhere
- Eric Swirsky

FEBRUARY

Town Hall:
All About APAR
-Linde Tesch



JUNE

Town Hall:
Teaching and Presenting Online
- Norbert Belz

MARCH

Town Hall: *Coronavirus Impact on Professional Practice Experience (PPE)*
- Amanda Stefan



JULY

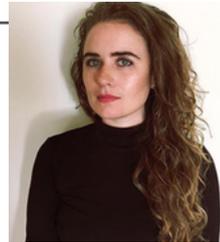
Town Halls:
Preparing for Accreditation
-Sue Feldman &
Developing Assessment to Drive Curriculum
-Eric Swirsky



CAHIIM FALL FESTIVAL

Cyber Threats, Trends & Leadership Mid/Post-Pandemic with **John Sileo**

Cybersecurity expert, John Sileo spoke about the importance of cybersecurity in the new remote workspace reality. As employees move increasingly into home offices, the threat footprint of organizations has increased drastically. Workers access critical data from personal devices that are shared with kids and family members, and connect to the internet through insecure WiFi connections that lack firewalls, endpoint software and encryption. Security awareness training takes on an entirely new meaning when staff has to be on the lookout for epidemic-based scams. Good cybersecurity hygiene used to be about protecting a centralized fortress of data; now it is about retrofitting thousands of individual employee "castles" that have access into the crown jewels of the fortress. As work becomes more distributed, so do the vulnerabilities, and the need to evolve your defenses.



Bodies of Evidence: Prepare your Institution for the Post-truth World with **Britt Paris**

AUGUST

Town Hall:
Interpreting the Standards (Part I)
-Linde Tesch

OCTOBER

Town Hall:
Using the CSET (CAHIIM Self-Evaluation Tool) and Other Resources
-Sue Boren

& Writing Successful HIM Program Goals
-CAHIIM's Program Goals Task Force

FALL FESTIVAL

Paris' talk drew from her research around the politics of data management manifest in incomplete data with state statistics on policing, vulnerable data seen in the disappearance of official information on climate change and environmental injustice, and manipulated data in AI-generated deepfakes to discuss common problems around misinformation and disinformation. She focused on technologies and practices of false impersonation and the implications for informatics training, practice, and institutions, and suggests some heuristics for protecting your institution going forward.

SEPTEMBER

Town Hall:
Interpreting the Standards (Part II)
-Linde Tesch

NOVEMBER

CAHIIM's Peer Review Training

FALL FESTIVAL



Think Big, Start Small, Scale Fast: Aligning Yourself for the Era of Acceleration with **Jim Carroll**

DECEMBER

Town Hall:
End of the Year Summary
-Amanda Stefan

The global pandemic has taken us into a new era of massive challenges and significant opportunities. Every industry - including healthcare - is being redefined at blinding speed by new technology, collaborative global R&D and accelerated science. Futurist Jim Carroll covered the key scientific, technological, knowledge and skills trends that existed Pre-Covid, and then outlined the new challenges and opportunities that exist as we go forward into a vastly new, more complex future. The biggest issue? Even faster acceleration of knowledge, skill sets and more with the result that the entire process of accreditation will continue to be challenged an accelerating speed.



Infusing Curriculum with Security, Legal and Risk Considerations with **Susan Carey**

Susan's discussion focused on HIM Professionals navigating legal, risk and cybersecurity challenges related to electronic health information. A new technology that will demand the expertise of HIM Professionals is Artificial Intelligence, or AI. Education is critical to responding to any new player in healthcare, and it is important to understand how AI will impact HIM. HIM Educators collaborating with the HIM professionals should develop the roadmap to the future state. HIM professionals providing the needs of the future state and HIM educators developing the curriculum to equip HIM professionals for those roles will lead to success!

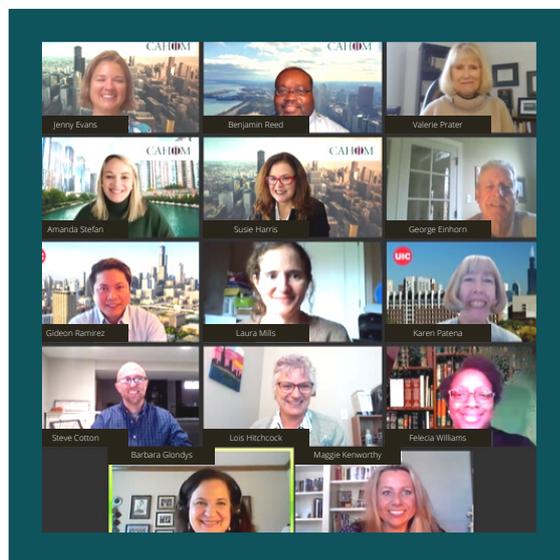


VIRTUAL VISITS

Amanda Stefan, MHI, RHIA
CAHIIM Quality Analyst

As COVID-19 started to evolve in the United States, CAHIIM made the quick decision to halt all travel for CAHIIM staff and volunteers. Our last onsite visit was on March 3-4, 2020. After the completion of this visit, CAHIIM alerted all scheduled programs that their site visits would have to be rescheduled to a later date. This provided the opportunity for us to formulate the plan for shifting the evaluation process online. Three new documents were created and shared with programs to help prepare them for their virtual visits: a virtual visit checklist, a question and answer document, and a virtual visit agenda. These documents were distributed to all programs scheduled to have site visits in 2020 as well as in the beginning of 2021.

CAHIIM has received excellent feedback from program directors and their administration about how the shift to the new normal for accreditation visits was handled. Administration members expressed their excitement to participate in the digital format as many of them were also preparing for their virtual regional accreditation visits. Online conferencing platforms provided an excellent opportunity to collaborate and conduct the visits in a controlled and confidential manner. We continue to explore methods to consistently improve upon our evaluation processes and share any lessons learned with our stakeholders.



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**VIRTUAL SITE VISITS WERE
 CONDUCTED IN 2020**

Where We Are

FINANCE AT A GLANCE

CAHIIM continues to maintain strong net asset reserves to support its mission. For the year ended December 31, 2019, net asset reserves were \$1,458,000. For 2019, the change in net assets reflects an increase in revenue of 9% compared to 2018 due to an increase in the annual accreditation fee for 2019 and the number of programs undergoing reaccreditation in 2019 as compared to 2018. Donated services also increased in 2019 as more volunteer hours were spent assisting with the reaccreditation site visits. Expenses increased 23% during 2019 compared to 2018 due to increases in staffing to support the accreditation process and expenses related to the increase in the number of programs being reaccredited in 2019. In addition, one-time expenses were also incurred related to the strategic plan adopted by the Board of Directors in 2019 and the transition of employees to a new co-employment arrangement for 2020. These expenses were an investment in the organization to support our mission now and in the future.

CAHIIM FINANCIAL INFORMATION FOR 2019

\$2,764,000

Assets

\$1,306,000

Liabilities

\$1,458,000

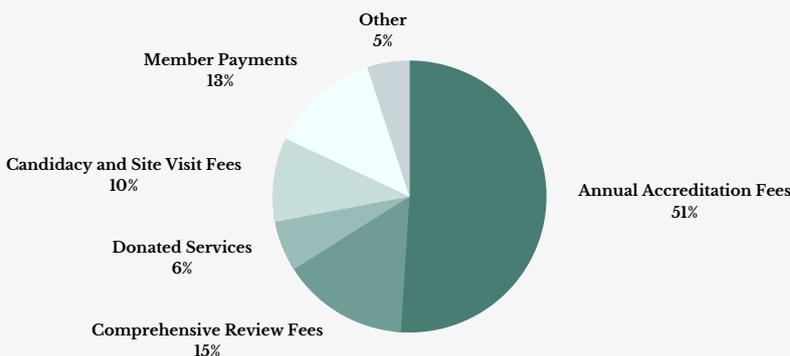
Net Assets

\$2,764,000

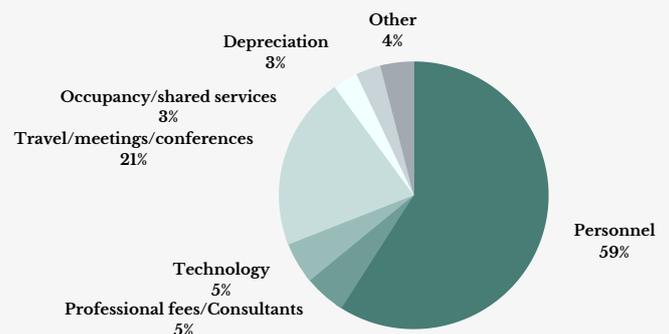
Total Liabilities and Net Assets

CAHIIM undergoes an annual audit each year as part of its commitment to strong financial stewardship. The independent audit firm of BKD CPAs & Advisors performed the audit for 2019. The 2019 audit resulted in an unqualified opinion from BKD which indicates the financial results, financial position, and cash flows of CAHIIM are presented fairly in accordance with generally accepted accounting principles.

Operating Revenue
\$1,836,000



Operating Expenses
\$2,108,000



2020 IMPACT

a year in numbers

Total Accredited Programs
as of October 10, 2020

354

Health Informatics - Master Programs

19

Health Information Management - Associate Programs

255

Health Information Management - Baccalaureate Programs

72

Health Information Management - Master Programs

8

2020 IMPACT

a closer look

The process of accreditation allows a profession, through representation by professional organizations, accreditation bodies, and peer reviewers, to recognize a high standard of quality within educational programs and institutions. This process grants assurance to the public of quality within both the profession and affiliated schools.

Student Enrollment

HI: 1,533
HIM: 23,855

Graduates

HI: 467
HIM: 5,724

Full Time Faculty

HI: 120
HIM: 900

Adjunct Faculty

HI: 55
HIM: 1,404

Part -Time Faculty

HI: 33
HIM: 123

2021 Estimated Site Visits

45 Total

Program Director Changes

HI: 2
HIM: 41

Peer Reviewers

HI: 22
HIM: 86
HI/HIM: 2

Site Visits Conducted

54 Total

Council Connection

Health Information Management Accreditation Council



**ANITA C. HAZELWOOD
EDD, RHIA, FAHIMA**

Professor, Department Head, Allied Health
University of Louisiana at Lafayette
HIMAC Council Chair

The members of the Health Information Management Accreditation Council (HIMAC) have reviewed approximately 40 continuing and initial associate, baccalaureate and master degree programs during 2020. In addition to program reviews, the Council was active in several other activities. The Council hosted a CAHIIM Town Hall meeting on October 28th on writing program goals. Additional resources on program goals were also produced for dissemination to educators. HIMAC hopes to develop additional Town Hall meetings on other topics related to program evaluation and accreditation. A taskforce is currently surveying students, alumni, and educators to help determine the characteristics of a quality program. This task force is nearing completion on their project and should present their findings in early 2021. Members also assisted the CAHIIM Board in developing a skills profile for the Nominations Committee and in creating a HIMAC Charter. A taskforce is currently working on updating the complete HIMAC policy and procedure manual. The revision of the Master's Standards for Accreditation will be a major project for HIMAC in 2021.

Council Connection

Health Informatics Accreditation Council



SUZANNE BOREN, PHD, MHA

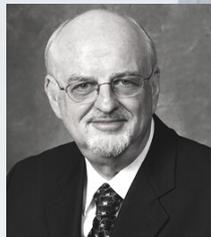
Professor and Director of Academic Programs, Department of Health Management and Informatics
University of Missouri School of Medicine
HIAC Council Chair

The members of the Health Informatics Accreditation Council (HIAC) have reviewed two initial master degree programs in 2020. The Council hosted a Town Hall Series that included sessions on Preparing for Accreditation, Interpreting the Standards, and Using the CSET and Other Resources. The Council will develop additional Town Hall meetings on topics related to accreditation in 2021. HIAC assisted the CAHIIM Board to develop a skills profile for the Nominations Committee, provided input on a HIAC Charter, and contributed to the taskforce determining the characteristics of a quality program. The Council has mapped curriculum facets to domains. A review of the Health Informatics Accreditation Standards will be a major project for HIAC in 2021.

OUR BOARD OF DIRECTORS



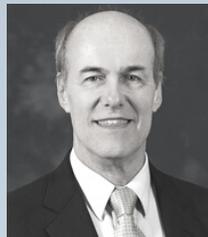
Melanie Brodnik, PhD, MS,
RHIA, FAHIMA
Chair



Stuart M. Speedie, PhD,
FACMI
Past Chair



Eric Swirsky, JD, MA
Chair Elect



Duane M. Kirking,
PharmD, PhD
Treasurer



Mervat Abdelhak, PhD,
RHIA, FAHIMA
Secretary



Karen Bakuzonis, PhD,
MS, RHIA CPHI
Director



Charlotte Barrett, MBA,
FACHE, RHIA
Director



Cassi Birnbaum, MS,
RHIA, CPHQ, FAHIMA
Director



Jane Carrington, PhD,
RN, FAAN
Director



Prudence Dalrymple,
PhD, MS, FMLA
Director



Alfred Hamilton, PhD,
FHIMSS
Director



Marisa L. Wilson, DNSc,
MHSc, RN-BC, CPHIMS, FAAN
Director



Suzanne Boren, PhD,
MHA
Chair of HIAC, ex - officio



Anita Hazelwood, EdD,
RHIA, FAHIMA
Chair of HIMAC, ex - officio



Angela Kennedy, EdD,
MBA, RHIA
CAHIIM CEO, ex - officio

OUR ACCREDITATION COUNCILS

HEALTH INFORMATICS

Suzanne Boren, PhD, MHA
Chair

Margaret Czart, DrPh

Sue Feldman, RN, MEd, PhD

John Holmes, PhD, FACE, FACMI

Robert Hoyt, MD, FACP

Timothy Patrick, PhD

Guenter Tusch, PhD

Prudence Dalrymple, MS, PhD, MS, FMLA
Board Liaison

HEALTH INFORMATION MANAGEMENT

Anita Hazelwood, EdD, RHIA, FAHIMA
Chair

Hertencia Bowe, Ed.D., RHIA, FAHIMA

Patricia DeVoy, PhD, EdS, LPN, RHIA, CPC, CPPM

Susan H. Fenton, PhD, MBA, BS, RHIA, CPHI, FAHIMA

Jacqueline Gibbons, MS, RHIA

Leah Grebner, PhD, RHIA, CCS, FAHIMA

Ellen Karl, MBA, RHIA, CHDA, FAHIMA

Beverly Marquez, MS, RHIA

Jacqueline A. Moczygemba, MBA, RHIA, CCS, FAHIMA

Lesley Plemons, MS, RHIA

Valerie Prater, MBA, RHIT, FAHIMA

Amy Watters, EdD, RHIA, FAHIMA

Karen Bakuzonis, PhD, MS, RHIA, CPHI
Board Liaison

OUR STAFF

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CAHIIM CEO

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Executive Assistant

Ben Doughty
Quality Analyst

Jayne Kosik, CPA
Senior Director, Business Operations

George J. Payan
Accreditation Operations Manager

Lauren Powell
Communications and Creative Director

Benjamin Reed, Jr.
Accreditation Business Manager

Amanda Stefan, MHI, RHIA
Quality Analyst

Linde Tesch, MS, RHIA, CAE
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"Enhancing the Value of Health Informatics
and Health Information Management
Through Quality Education"