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# 2024 CAHOM<sup>®</sup> Accreditation Process Training



AGENDA

# SPEAKERS

**Angela Kennedy, EdD, MBA, RHIA**  
Chief Executive Officer, CAHIIM

**Reem Barakzai**  
Manager, Strategy and Operational Alignment, CAHIIM

**Benjamin Doughty**  
Quality Analyst, CAHIIM

**Jayne Kosik, CPA**  
Senior Director of Business Operations, CAHIIM

**George J. Payan**  
Accreditation Operations Manager, CAHIIM

**Amanda Stefan, MHI, RHIA**  
Quality Analyst, CAHIIM

**Linde Tesch, MS, RHIA, CAE**  
Senior Education Quality Officer, CAHIIM

## Training Overview

The process training will be available in a virtual format on **Monday, January 8, 2024**, and will remain available for viewing through to the program's self-assessment due date. During their review of the materials, attendees may submit their questions to CAHIIM staff and these will be answered during the live Q&A sessions on **Friday, March 15, 2024**. Time permitting, additional questions may also be taken up during this live session.

## Program Review Process and Stages

*George J. Payan*

The accreditation process will be explained for each stage for Initial and Continuing Accreditation applicants. CAHIIM policies, procedures and the accreditation timeline will be discussed. A review of substantive changes will be presented that occur before and after the accreditation process along with the impact of these changes on the program review process, maintenance of accreditation and accreditation status.

## Annual Program Assessment Report (APAR)

*Linde Tesch, MS, RHIA, CAE*

The presentation will describe the Annual Program Assessment Report (APAR), what it is, why it is important and provide some guidelines about how to prepare for APAR reporting.

## Preparing for Your Site Visit

*Amanda Stefan, MHI, RHIA*

This session is about preparing for your site visit. Participants will learn the best practices on organizing site visit materials and what to expect from a virtual site visit.

## Accreditation Fees

*Jayne Kosik, CPA*

The presentation will include a review of the current fee structure, invoicing, and payment options.

## **Introduction to the CAHIIM Accreditation System (CAS)**

*Benjamin Doughty*

In this presentation, Ben Doughty introduces programs to the CAHIIM Accreditation System (CAS), an online tool used by programs to demonstrate compliance with accreditation Standards and by reviewers to provide feedback. The session provides a brief overview of the comprehensive review process and a step-by-step walkthrough on how to use the system to complete a self-assessment.

## **CAHIIM Certificate Accreditation**

*Amanda Stefan, MHI, RHIA*

This presentation will provide an overview of CAHIIM's certificate accreditation. Viewers will learn about the differences between certificate and degree program accreditation, the certificate accreditation process, certificates that CAHIIM accredits, and fees associated with certificate accreditation.

## **Digital Health Professional and Leader Certificate - Standards Overview**

*Benjamin Doughty*

This presentation provides a short overview of the materials required to seek accreditation for a Digital Health Professional (DHP) or Digital Health Leader (DHL) Certificate, using the CAHIIM Accreditation System (CAS).

## **Health Science Accreditation Standards and Curriculum Facets Overview**

*Reem Barakzai*

This presentation will offer an overview of the newly developed Health Science Accreditation Standards. In addition, attendees will receive an overview of the curriculum facets.

## HEALTH INFORMATICS (HI)

### **Interpreting the Master of Health Informatics Standards - Part I**

*Linde Tesch, MS, RHIA, CAE*

This presentation discusses the Master of Health Informatics Standards 1 through 10. The presentation will explain what each Standard means, how to answer Standard focus questions, and what supporting documentation is needed to successfully complete each Standard.

### **Interpreting the Master of Health Informatics Standards - Part II**

*Linde Tesch, MS, RHIA, CAE*

The second part of the two-part presentation series will discuss the Master of Health Informatics Standards 11 through 21. The audience will learn what each Standard means, how to answer Standard focus questions, and what supporting documentation is needed to successfully complete each Standard.

## HEALTH INFORMATION MANAGEMENT (HIM)

### **2026 Master's in Health Information Management Standards Presentation**

*Amanda Stefan, MHI, RHIA*

Viewers will receive an overview of the 2026 master's in health information management Standards. This presentation discusses the Standards in detail and will go over the commonly asked questions regarding the graduate level Standards.

### **2026 HIM Undergraduate Standards Presentation**

*Amanda Stefan, MHI, RHIA*

This presentation will review the revisions implemented for 2026 HIM Accreditation Standards to incorporate the requirements of the Future Education Model.

### **Writing Program Goals**

*Amanda Stefan, MHI, RHIA*

In this session, you will learn best practices in writing program goals by using the Program Evaluation Plan (PEP).

### **HIM Update**

*Amanda Stefan, MHI, RHIA*

This presentation will describe the projects and goals that the Health Information Management Accreditation Council (HIMAC) has been working on and what they want to accomplish in 2024.

# Testimonials



*"Attending the CAHIIM Accreditation Process training was an invaluable experience preparing for a reaccreditation visit. The virtual training was well thought out, thorough, and easy to start and stop. The live wrap up session provided an excellent debrief and time for inquiries for additional clarification. I highly recommend attending CAHIIM's accreditation training."*

**SANDRA BRIGHTWELL, RHIA, FAHIMA  
CENTRAL ARIZONA COLLEGE**

*"Excellent investment Highly Recommended to other Program Directors."*

**IRBY HUNTER, MD, RHIA, MHA, CPC  
COMMUNITY COLLEGE OF BALTIMORE COUNTY**

*"I liked having had the opportunity to view the videos and then have the live session for Q&A. The session was extremely helpful and the CAHIIM presenters very responsive."*

**ANONYMOUS ATTENDEE SUBMISSION**



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# CAHIIM<sup>®</sup> 2024 SUMMIT ON HIGHER EDUCATION

**Virtual Conference**

**SAVE THE DATE:** September 24 - 26, 2024

Registration opens on **April 1, 2024**

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## TESTIMONIALS

*"Informative, challenging and inspiring. I can't wait to get back to the classroom and implement all I learned."*

**Annette Baker**  
**Lanier Technical College**

*"CAHIIM Summit never disappoints. The speakers and subjects provided were relevant and important. Virtual presentations and technology service was great and made it easy for me to attend. If you are in higher education, I highly recommend you attend."*

**Susan Foster**  
**Florida SouthWestern State College**

*"This was an informative and eye-opening opportunity for HIM and HI programs to connect with each other on a national level and learn about current and future ways to meet our workforce needs using best practices in technology, project management, and soft skills."*

**Leonora Lambert**  
**Midland College**

*"I always look forward to attending the CAHIIM conference. The presentations are relevant, current, and informative. Thank you for all the hard work."*

**Terissia Bell**  
**University of Alaska Southeast**