CAHIIM is a 501(c)(3) not-for-profit organization recognized by the Council for Higher Education Accreditation (CHEA).

The organization strives to provide the public with effective and consistent quality monitoring of academic programs in Health Information Management (HIM) and Health Informatics (HI) through maintenance of accreditation policies and processes.
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CAHIIM continues to make steady progress despite the challenges of the global coronavirus (COVID-19) pandemic. The dedication and skill of staff and executive leadership allowed the organization to take deliberate action and reconstitute business operations to ensure support of programs seeking accreditation and provide quality monitoring of its 300-plus accredited academic programs. Due to concerns for public health and safety, CAHIIM has extended travel suspensions for accreditation reviews and Board of Directors activities. Conversion to a virtual format has not been disruptive to operations or delivery of services, in part due to pre-COVID-19 contingency planning; procedures and infrastructure were already in place, and staff were ready. To the contrary, CAHIIM’s operational preparedness and commitment to excellence has allowed development and delivery of new educational offerings and training opportunities through the CAHIIM Annual Spring Conference, Virtual Fall Festival, and monthly Townhall meetings. This year, we have a lineup that offers educators valuable resources for pedagogy in virtual environments, capstone design, competency development, and processes involved in the accreditation process. The CAHIIM Forum was also launched, providing a location for faculty and directors of accredited programs to convene and discuss topics of mutual interest. As new initiatives roll out, we are ever mindful of the need to maintain up-to-date procedures. CAHIIM’s staff, board, committees, and councils are continually engaged in review of standards, policies, and governing documents to meet the realities of operation and uphold its responsibility to the public to engage in consistent quality monitoring of Health Informatics and Health Information Management accredited programs.
Looking back at 2021, no one could have predicted the changes and challenges we would face personally and professionally. We have experienced change in every aspect of our lives while searching for some sense of normalcy. While facing feelings of isolation we embarked on a virtual journey to serve our colleges, universities, students, professional associations, and communities. Everyone has experienced loss, but we have also learned. We have learned to accept change, challenge ideas, face adversity, and to be agile, and flexible.

As we look forward to the future, we will continue to balance our lives with positive energy and embrace flexibility. Many of you will return to hybrid roles. Isolation and teaching with technology in the classroom will most likely continue. You now know your course management systems and business systems better than ever. You are pros at changing courses and making sound decisions on the fly. You have mastered work, breakouts, zoom, and online student and professional interactions. You have redesigned and redefined professional practice. You are no longer bound to the calendar but committed to superior content, competency, and service.

We also understand that the new model of working remotely is here to stay and for this reason, CAHIIM has invested in new technology to further improve business processes. Despite the challenges of living in year two of a global pandemic, CAHIIM continues to move forward with its business operations and secure new alliances. Two new and exciting business partnerships were established this year, one with the College of Healthcare Information Management Executives (CHIME) and the second with the National Cancer Registrars Association (NCRA). In addition to our new business partnerships, CAHIIM established a Health Information Management (HIM) research workgroup whose task is to identify the competencies employers are searching for when hiring professionals to fill HIM positions.

We are extremely grateful for our volunteers without whom CAHIIM would not exist. The Accreditation Councils have been busy reviewing and revising the Accreditation Standards and developing dashboards and tools to help our academic programs exceed their quality goals. They, along with CAHIIM staff, have continued to make presentations at conferences virtually and in-person. CAHIIM is committed to lifelong learning and professional development remains our priority. In 2021, CAHIIM hosted two conferences and 11 town halls offering many hours of up-to-date content and will continue to provide opportunities to our constituents.

As we come to the end of 2021, CAHIIM’s strategies and operations will continue to be guided by commitment, innovation, integrity, and respect. We are committed to public transparency and excellence in service to our members and stakeholders.

As we experience waves of frustration and anxiety, we must remember that we are a community. We will grieve loss together but we must remember to celebrate our success together. We will acknowledge change when change needs to exist and we will reflect and propel together into a new decade of higher education.
LIVING OUR MISSION

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

OUR MISSION
Provide innovative leadership that drives enhanced workforce competence by ensuring educational excellence.

OUR VALUES
- Commitment
- Innovation
- Integrity
- Respect
**OUR STRATEGIC GOALS**

**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
The members of the Health Information Management Accreditation Council (HIMAC) have reviewed approximately 36 continuing and initial associate, baccalaureate and master degree programs during 2021. In addition to program reviews, the Council was active in several other activities.

The Council worked on revising the Standards and Interpretations for accreditation of master’s degree programs in Health Information Management as well as the Standards for both associate and baccalaureate degree programs.

The Quality Task Force continued to determine characteristics of a quality program. Council member, Dr. Susan Fenton, spearheaded the development of a dashboard to make APAR data readily available to all programs. The task force will examine all elements of APAR in order to determine what elements may need revisions, what data could be eliminated and what data elements should be added. Work on this initiative will continue into 2022. The Council also completed work on the Accreditation Council Charter, Policies and Procedures.

Council members were active in Town Hall meetings and in presentations to various educational groups as well as in developing resources for programs. It has been a very productive year for the Council.

"It has been a very productive year for the Council. We have made great progress with the revision of standards and on our other projects. As Chair, I have been lucky to work with a great group of volunteers and a wonderfully supportive CAHIIM staff."

ANITA C. HAZELWOOD, EDD, RHIA, FAHIMA
Professor, Department Head, Allied Health
University of Louisiana at Lafayette

Message from
THE HIMAC COUNCIL CHAIR
Health Information Management Accreditation Council Members

The Health Information Management Accreditation Council consists of a group of professionals dedicated to the maintenance of quality of all HIM programs. The council’s role involves reviewing programs, offering recommendations on accreditation, revising the Health Information Management (HIM) Standards, analyzing data related to the growth and the future of HIM education and educators, and various other projects.
In the last year, Health Informatics Accreditation Council (HIAC) has worked to provide education to programs as well as recommended programs for accreditation. HIAC started 2021 with a new Chair and new council. With over 50% of the council being new members, the initial focus for HIAC was about education and training. In terms of education outreach, HIAC members have participated with CAHIIM staff to provide timely webinars about the accreditation process. A new Town Hall series using the CAHIIM self-evaluation tool is slated to be offered in Fall of 2021.

So far, HIAC has reviewed two programs seeking initial accreditation. The Council also worked on assessing the 2017 CAHIIM Master of Health Informatics Standards, with a focus on the Standard language as well as the intent and relevance of each Standard. The HIAC, in collaboration with the HIMAC, will review the CAHIIM council’s policies and procedures.
The Health Informatics Accreditation Council is composed of professionals, each serving a three-year term. Each Council member is responsible for considering the eligibility and recognition status of new and continuing Health Informatics programs. The Council is tasked with completing a Standards revision every five years. Many of the Council members perform presentations on CAHIIM’s behalf amongst numerous other projects and initiatives that aim to advance the profession forward.
THE YEAR AT A GLANCE

Event Highlights of 2021

**CAHIIM TOWNHALL**
Leadership: How to Stay Engaged During a Crisis
Alfred Hamilton
PhD, FHIMSS

**CAHIIM TOWNHALL**
Health Informatics: What it is and isn't
Robert Hoyt
MD, FACP, FAMIA, ABPM-CI

**CAHIIM TOWNHALL**
Optimizing APAR Data Collection and Reporting
Susan Fenton
PhD, MBA, BS, RHIA, CPHI, FAHIMA

**CAHIIM ANNOUNCEMENT**
2021 Board and Council Members Announced

**CAHIIM ACCREDITATION PROCESS TRAINING 2021**

**CAHIIM TOWNHALL**
Publishing and Presenting as Components of Academia
Anita Hazelwood
EdD, RHIA, FAHIMA
The Year at a Glance

**CAHIIM TOWNHALL**
Are you accreditation ready? 4 Tips for a Smooth Self-Assessment
Hertencia Bowe
Ed.D., FAHIMA

**CAHIIM TOWNHALL**
Teaching with Technology
Karen Lankisch
PHD, MHI, RHIA, CHDA, CPPM, CPC

**CAHIIM TOWNHALL**
Conscious Leadership: A Paradigm Shift
Norb Belz
PHD, MHSA, RHIA

**CAHIIM TOWNHALL**
Borrowing from Academic Detailing to Ensure High Performing Graduates
Marisa Wilson
DNSc, MHSc, RN-BC, CPHIMS, FAAN

**CAHIIM TOWNHALL**
Leveraging Innovative Technology to Advance HIM Practices
Cassi Birnbaum
MS, RHIA, CPHQ, FAHIMA

**CAHIIM’S FALL FESTIVAL**
Navigating Higher Education 2021
The impact of technological advancements in health care, and more specifically, health information management (HIM) can cause roles and responsibilities of professionals to shift and evolve. It is important that educational programs provide training that supplies employer-demanded knowledge and skills. To assist the educational programs, CAHIIM has convened a workgroup to identify the characteristics and competencies employers are searching for when hiring professionals to fill health information management (HIM) positions.

The HIM Workforce Workgroup membership includes Dr. Susan H. Fenton (Chair), Dr. Debra Hamada, Dr. Bob Hoyt, Dr. Karima Lalani, Dr. David Marc, Connie Renda, and Dr. Rebecca Reynolds. Dr. Angela Kennedy and Reem Barakzai provide input and support from CAHIIM. The group began meeting in April 2021. They have completed a review of the literature related to HIM employment. The initial research questions they are seeking to address are:

1) How well do the AHIMA entry-level competencies for all levels align with listings returned from a search for health information management jobs? and 2) How well does the AHIMA Career Map align with listings returned from a search for health information management jobs? The workgroup plans to submit the resulting manuscript for publication in a peer-reviewed journal.
WHAT INDUSTRY WANTS:
An Empirical Analysis of Health Informatics Job Postings

The field of health informatics is challenged by an inexact definition and overlap with similar fields such as biomedical informatics. Former CAHIIM Health Informatics Accreditation Council member, Dr. Robert Hoyt et al. examined all health informatics job postings on Indeed.com in order to describe the education, experience, skills, and knowledge required for health informatics jobs in the United States.

After excluding extraneous postings, 206 job postings from April 14, 2020 were analyzed. A large percentage (76.2%) of posts were for clinical informaticians, with 62.1% of posts requiring a minimum of a bachelor's education. Registered nurse (RN) licensure was required for 40.8% of posts, and only 7.3% required formal education in health informatics. The average experience overall was 1.6 years (standard deviation = 2.2), with bachelor's and master's education levels increasing mean experience to 3.5 and 5.8 years, respectively. Electronic health record support, training, and other clinical systems were the most sought-after skills.

This cross-sectional study revealed the importance of a clinical background as an entree into health informatics positions, with RN licensure and clinical experience as common requirements. The finding that informatics-specific graduate education was rarely required may indicate that there is a lack of alignment between academia and industry, with practical experience preferred over specific curricular components. Clarity and shared understanding of terms across academia and industry are needed for defining and advancing the preparation for and practice of health informatics.

CAHIIM’S MEMBER PARTNERS

**AHIMA & AMIA**

**AHIMA**

For more than 90 years, the American Health Information Management Association (AHIMA) has provided education and professional development resources to health information professionals and students, while advocating on behalf of patients and the entire healthcare ecosystem.

In recent years, the focus has been on critical issues, including the privacy and security of patient health information and properly matching patients to their health records. In the past two years, AHIMA has released a number of policy statements that embrace the three principles that underpin the association’s work, outlook, and advocacy: access, integrity, and connection. These policy statements cover topics like privacy, health equity, and patient identification.

Another important issue on which AHIMA leads is social determinants of health (SDOH). A policy statement was released stating that “AHIMA supports the use of public policy to encourage the collection, access, sharing, and use of SDOH.” This white paper was released in July 2021.

In addition, AHIMA continues to provide thought leadership in the context of the pandemic. Katherine Lusk, MHSM, RHIA, FAHIMA, AHIMA’s 2021 President and Chair, has written about COVID-19 vaccines and health information for The Hill and For The Record.

**AMIA**

The American Medical Informatics Association (AMIA) continues to define the health informatics profession by focusing on careers paths and employment opportunities in 2021. The transformational potential of informatics roles at the intersection of data science, biomedical research, and health practice brings unique challenges when describing a diverse profession. Careers in health informatics progress along a range of pathways; have a variety of entry points based on education and previous work experience; and differ based on several factors including role, areas of expertise and skill sets, industry, job setting, health domain, and informatics focus. AMIA members are currently elucidating the many dimensions of a health informatics career, so individuals understand potential trajectories as employers hire professionals for informatics roles. The scope includes careers in research, practice, academics, government, and industry with a goal of providing a forward-looking snapshot of the health informatics profession in the United States.
CAHIIM’S BUSINESS PARTNERS

CHIME & NCRA

CHIME

The COVID-19 global pandemic has brought unprecedented challenges to the healthcare community. Across the world, healthcare systems and providers have stepped up to the challenge, deploying information technology and clinical technology to improve their impact and reach. For three decades, The College of Healthcare Information Management Executives (CHIME) has supported healthcare information technology leaders worldwide through education and networking. Over the past year, CHIME has continued to expand education offerings for digital healthcare professionals at all levels. The skyrocketing demand for both professional and academic learning has led CHIME to create CHIME University to meet the needs of certificate- and degree-seeking professionals. Education needs in healthcare IT have dramatically increased due to (1) an aging population worldwide, (2) rapid advances in information and clinical technology, (3) an extreme proliferation in job openings, and (4) a lack of educational offerings that are affordable, relevant and available. Rising demand for healthcare IT education shows no sign of slowing and can be expected to accelerate over the coming years.

NCRA

The National Cancer Registrars Association (NCRA) is the industry leader in cancer registry salary and workforce research, initiating research to better understand demographics, recruitment opportunities, retention priorities, and workflow models for the cancer registry workforce. NCRA recently launched a Best Practice Guidance Series — a formalized approach to organize and deliver recommended direction on a variety of cancer registry workforce procedures and activities to guide registry operations. The first white paper addresses the trend of facilities and hospital systems seeking to outsource or hire contractors for their cancer registries. The paper presents the results of an NCRA outsourcing survey and provides detailed guidance to ensure high-quality data collection and the implementation of cancer registry best practices. To understand COVID-19’s impact on registrars and their workload, NCRA conducted a survey and prepared a report to address the need for more credentialed cancer registrars, NCRA is working with CAHIIM to expand accredited education programs across the country.
2021 IMPACT by the numbers

FACULTY
Health Informatics & Health Information Management

1,036
FULL TIME FACULTY

135
PART TIME FACULTY

1,399
ADJUNCT FACULTY

STUDENTS

80
AVERAGE STUDENT ENROLLMENT
Health Informatics

80
AVERAGE STUDENT ENROLLMENT
Health Information Management

23
AVERAGE NUMBER OF GRADUATES
Health Informatics

17
AVERAGE NUMBER OF GRADUATES
Health Information Management

CAHIIM

14
NEW PROGRAMS GRANTED ACCREDITATION - 2021
Health Informatics & Health Information Management

25
PEER REVIEWERS
Health Informatics

22
PROGRAMS GRANTED CONTINUING ACCREDITATION - 2021
Health Informatics & Health Information Management

94
PEER REVIEWERS
Health Information Management
2021 IMPACT by the numbers

Content Delivery

- **Online**: 48%
- **Hybrid**: 25%
- **Campus**: 16%
- **Two Degree Path Option**: 11%

Institution Type

- **Public Institution**: 88%
- **Private Non-Profit**: 7%
- **Private For-Profit**: 5%

Average Class Size

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<th>Degree Level</th>
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<th>HIM Master</th>
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Online vs. Campus
2021 OVERVIEW

Below is a breakdown of the number of CAHIIM-accredited programs by State.

359 TOTAL ACCREDITED PROGRAMS

339 HEALTH INFORMATION MANAGEMENT PROGRAMS

20 HEALTH INFORMATICS PROGRAMS

253 HIM ASSOCIATE DEGREE PROGRAMS

76 HIM BACCALAUREATE DEGREE PROGRAMS

10 HIM MASTER DEGREE PROGRAMS

20 HIM MASTER DEGREE PROGRAMS

3% decrease from 5 years ago

25% increase from 5 years ago

100% increase from 5 years ago

150% increase from 5 years ago
The global pandemic presented challenges to business operations during 2020 but we were able to adhere to our commitment to strong fiscal stewardship while continuing to provide support services to our member partners and programs. We remained agile and had the technology and staff in place to provide our programs with resources to assist them during this global crisis. Conferences and site visits were hosted in a virtual format, and we provided resources for sharing knowledge and ideas through our monthly townhalls, conferences and website. We continue to look for ways to enhance the value of the services we provide in a fiscally responsible manner consistent with our mission to provide innovative leadership that drives enhanced workforce competence by ensuring educational excellence.

Operating revenue was $1,934,336 for 2020, a slight increase over 2019. Our ability to react quickly and innovate enabled us to stay on schedule with our programs without disruption during the pandemic. Annual accreditation fees accounted for over 54% of total revenue while fees from new programs and programs undergoing reaccreditation were 22% of total revenue. Total operating expenses of $1,738,229 in 2020 represents a decrease compared to 2019 primarily due a halt to travel due to the global pandemic. We maintained our commitment to being fiscally responsible during this time of uncertainty and the challenges it bought with it. At the beginning of 2020, we introduced a new accreditation system to our programs. We also invested in our programs by offering a free conference in the Fall 2020 and monthly townhalls on a wide range of topics.

Net asset reserves increased $196,107 as of December 31, 2020, resulting in a net asset reserve balance of $1,654,195. We are committed to maintaining adequate cash reserves to meet current and future liquidity requirements and to provide more resources to our programs in 2021.
OUR BOARD OF DIRECTORS

The CAHIIM Board of Directors is composed of ten Directors and two public members. These distinguished academics and specialists who have spent their careers in the field of post-secondary education, are responsible for reviewing and granting accreditation. Within their three-year term, they also oversee the business affairs of CAHIIM and determine the strategic direction of the organization. CAHIIM’s Directors are dedicated to the maintenance and improvement of the quality and outcomes of academic programs through the accreditation process.
CAHIIM STAFF

The CAHIIM Staff provide programmatic support to academic faculties, administrators and to the public in several ways. They assist programs by answering questions, and providing consultation about Accreditation Standards and the accreditation process for developing and continuing programs. They counsel prospective and current students on issues related to accredited programs and curriculum and accreditation expectations.

Angela Kennedy. *EdD, MBA, RHIA  CAHIIM CEO*

Reem Barakzai  
*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  
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"Enhancing the Value of Health Informatics and Health Information Management Through Quality Education"