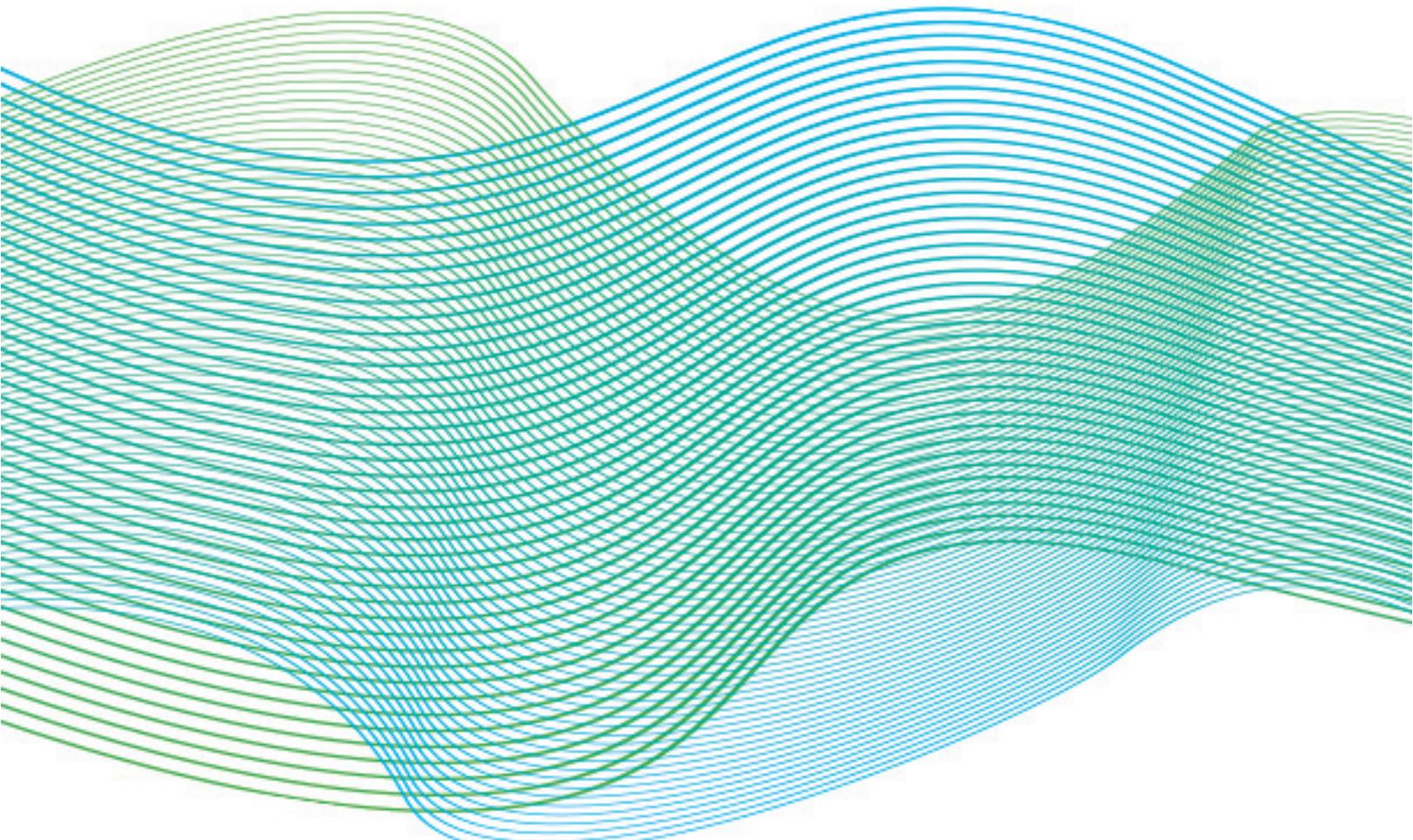


# ACCOUNTABILITY REPORT

## 2012/13



## LEADERSHIP MESSAGE FROM THE BOARD CHAIR & CEO

It is with great pleasure that we introduce the theme of this year's Accountability Report – *Transformation*.

As the professional association that represents over 5,000 HIM®<sup>1</sup> professionals across Canada, our primary goal is to continue to advocate on behalf of, and represent, the HIM profession as the electronic health record continues to be rolled out.

You, our members, told us that you felt the HIM environment was changing – and so should the profession. Approximately 70% of CHIMA members felt there was a need for more specializations in the field to meet the needs of the changing digital environment.

This year's *Transformation* theme was chosen because over the past year CHIMA has been evolving as an organization along with the HIM profession as highlighted in the recently released report, *Transforming Health Information Management; The Evolution of the HIM® Professional*. The report is an examination and discussion of the changing role of Health Information Management. We've met with a lot of you and our stakeholders from across Canada to discuss this evolution, the new roles and the increasing importance of the HIM profession in an electronic world. Our accomplishments over the past year make us very proud and excited about the future of Health Information Management in Canada.

This past year also saw us planning and promoting the 17th IFHIMA Congress in Montréal. We were thrilled to win the bid to host this prestigious international congress and we're even more thrilled that so many of you will be attending. We look forward to seeing you there.

As always, this past year has been full of activities and accomplishments by both the CHIMA staff, our board and our many volunteers. We are pleased to share just some of what we've achieved over this past year and our goals this coming year. We hope to see you at IFHIMA! Have a great summer.



Gail Crook

A handwritten signature in black ink that reads "Gail Crook".

CEO and Registrar  
CHIMA and CCHIM



Dr. Candace Gibson

A handwritten signature in black ink that reads "Candace J. Gibson".

Chair of the Board  
CHIMA

<sup>1</sup> HIM® is a registered trademark of CHIMA

## ABOUT CHIMA

### OUR VISION:

Advancing the health care system as the change leader in health information management.

### OUR MISSION:

CHIMA is the national organization that represents leadership and excellence in health information management.

As a national association, we:

- » Support continuing education and professional practice of HIM professionals
- » Develop strategic partnerships to advance the development and integration of electronic HIM
- » Advocate for and strengthen the HIM® role in health care settings across the continuum of care.

As a federally chartered college, we:

- » Are the single source of credentialed Health Information Management Professionals
- » Partner with educational institutions, our members, industry, and employers to develop the competencies, skills and knowledge for the HIM profession
- » Provide essential research and expertise in health information management standards and best practice.

As a profession, we:

- » Contribute to client care, outcomes and safety through the provision of accurate, complete, timely and accessible health information
- » Support the Canadian public by advocating for and monitoring the privacy, security and confidentiality of personal health information.

*“As the professional voice for the HIM® profession, CHIMA must redefine an essential role for the organization and appropriately represent HIM® into the future.”*



## CHIMA – A YEAR IN REVIEW

CHIMA has experienced much success and growth over the past year and continually strives to develop new partnerships and influence the future of health information management. CHIMA continues to grow and focus on innovative ways to strengthen member relations, provide a better return on your membership investment by advocating on your behalf and offering professional development opportunities.

## ADVOCACY AND GOVERNANCE

### TRANSFORMING HEALTH INFORMATION MANAGEMENT

CHIMA lead the HIM Workforce Transformation project to leverage the work that the HIM industry had previously completed in understanding the changing HIM role in the broader health sector. CHIMA, working with key stakeholders, characterized future roles and functions of HIM professionals and future certification and skills upgrading that will be needed. The rapidly changing health information environment will require HIM professionals with the education and skills necessary to both implement and manage the Electronic Health Record (EHR). The report, *Transforming Health Information Management; The Evolution of the HIM Professional* outlines the strategic plan to educate and prepare HIM professionals for the future.

The purpose of this report is to educate members and the health care industry about the importance of the evolving and expanding role of the certified HIM professional and to increase awareness regarding the competencies of the HIM profession. We are proud to present these findings and invite you to contribute by providing your feedback.

Over the past several months, CHIMA senior leaders have met with key stakeholders including the Canadian Institute for Health Information (CIHI), Canada Health Infoway, Canadian College of Health Leaders (CCHL) and CHIEFS (COACH's forum for Chief Information Officers) to discuss and present workforce transformation and future roles of Health Information Management in Canada.

Please join us as we move forward in the rapidly changing health information environment.

To read the report please click [HERE](#).

### CHAPTER MODEL PROJECT

Following years of discussion on how to formalize and strengthen the partnership between the national and provincial associations, the National Health Information Management Association (NHIMA) proceeded with the development of an operational framework for a chapter model.

NHIMA and the chapter model pilot project team (Ontario, New Brunswick and British Columbia) worked diligently towards developing a very concise and sound Chapter Model Framework. After reviewing the proposed framework and associated financials, the member associations could not secure a unanimous 'go' decision at the Chapter Model Project Task Team meeting in early January.

NHIMA will continue to work on strengthening the association relationships across Canada. In the meantime, CHIMA and its board will continue to examine a new governance model.

## COMMUNICATIONS & MEMBER RELATIONS

Communications and Member Relations at CHIMA has had an intensive focus in 2012/13 on promoting the HIM profession and planning and promoting the 17th IFHIMA Congress. Many of our members took advantage of the opportunity to submit abstracts and will be enjoying the benefits of attending the IFHIMA Congress in Montréal this May. CHIMA also continues to have a strong focus on strengthening member relations and services. Some of the highlights from 2012/13 include:

- » In June of 2012, we launched our social media program. We have established a group on [LinkedIn](#), we are tweeting on [Twitter](#) and we have a page on [Facebook](#). We are reaching out and engaging with hundreds of members and stakeholders and we have had a very positive response so far. If you haven't done so already, please join us! Our hope for the future is that more of our members will get involved in the conversations through our social media platforms.
- » The Strengthen Member Relations Task Team (SMRTT) was established in April and is comprised of different member types to serve as a representative voice. SMRTT meets quarterly and have reviewed current programs, products, and communications and have identified how to create value for members and improve our member programs and communications. More on this to come in 2013/14.
- » A new partnership with *The Personal* to offer our members new discount rates on home and auto insurance
- » We had another successful Health Information Professionals Week. Many members took advantage of the online tools – including, posters, and promotional items which marketed the HIM profession.
- » CHIMA had a booth this year at the OHA HealthAchieve Conference in Toronto. We had a great spot on the floor and had exposure to thousands of delegates. We were successful in spreading the word about the HIM profession and also got to see many of our Ontario members face-to-face. We also had a very-well attended HIM track session at this year's HealthAchieve (see pic). Our session was titled, *Health Information Management Workforce Transformation: From Innovation to Implementation*.



Some of the initiatives planned for 2013/14, include:

- » The 17th IFHIMA Congress in Montréal this May
- » CHIMA will be conducting a Professional Salary Survey. Working with CCHIM, member services will create and launch a salary survey which will be a small snapshot of salaries in the industry. We look forward to sharing the results of this survey with our members.
- » Communications and Marketing in partnership with Member Services and the SMRTT committee will be doing an in-depth examination and review of the CHIMA website and promotional and professional brochures and products.

Enhancing vision  
Understanding the  
role of Opticians

Making a difference  
MSF professionals  
share their story

MEDIA PLANET  
July 2012

# CAREERS IN HEALTHCARE

LEARNING ABOUT THE  
CANADIAN HEALTHCARE  
PROFESSIONS

3  
FACTS  
YOU DIDN'T KNOW  
ABOUT BEING A  
HEALTHCARE  
PROFESSIONAL

News  
LONDON'S HEALTH CARE NEWSPAPER

Hospital News  
CURRENT ISSUE  
VIEW

NEWS - COLUMNS - TOPICS - EVENTS - CARE

Home » Topics » Health Care Policy »

## Health Information Management professionals role in patient safety

© SEPTEMBER 5, 2012 9:40 AM VIEWS: 654 SHARE

TAGS: CANADIAN HEALTH INFORMATION MANAGEMENT ASSOCIATION CHIMA ELECTRONIC INFORMATION MANAGEMENT PROFESSIONALS

Health information management professionals (HIM™) provide services in information management – including data collection and data quality management, inter-disclosure, coding, disposition, and privacy of health information. They perform the information in the health record to facilitate health care delivery, patient support. They play a role in ensuring the confidentiality of health information and are advocates of the patient's right to private, secure and confidential information. HIM professionals are essential in quality programs, and provide guidance on documentation, communication, eHealth implementation, EHR infrastructure, and policy issues.

Health data is coded and used for analysis by organizations such as the Canadian Patient Safety Institute (CPSI), the Canadian Patient Safety Institute and the provincial health authorities. Hospital decision support departments use the adverse Standardized Mortality Rates (SMR), complication rates, in-house infection rates to improve patient safety.

"Over the years I have been most fortunate to serve in different capacities in patient safety. As a decision support analyst, I provide indicators and analyses from infection control databases to our clinical teams to assess safety and risk. During the accreditation process in the past included working with all teams to ensure that patient safety were addressed. This included workflow analyses, staff education and policy revision," explains Jeanette Martin, Decision Support Analyst at Woodlawn Hospital. "I truly feel that HIMs in all capacities greatly contribute to patient safety."

Number 3  
A twice-monthly compendium of Canadian Healthcare Technology.

### Receives Inflow certification

Canada Health Inflow Inflow and International Inc. announced that it has successfully achieved ISO 9001:2008 Non-Transactional Process Certification as a Consumer Health Technology Provider.

### Sharing of diagnostic images

Karzo Health, announced that it has entered into a partnership with Northern and Eastern Ontario Imaging Network (NEOIN) to connect, which enables seamless sharing of diagnostic information between hospitals.

### Leadership and Strategic Partnerships

Dr. Hutton has been appointed to the President of Adoption and Strategic Partnerships of the Ontario Telemedicine Network. He will work closely with healthcare providers, leveraging OTN's brand to extend the virtual care network.

### Regional health authorities

Dr. Hutton and Dr. Hutton are the co-presidents of the Office of Health Information Management. They have been appointed as chief information officers of New Brunswick's two regional health authorities.

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- eBookings
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NiHi  
Education Programs

## HIM IN THE NEWS...

- » July, 2012 – [National Post – Careers in Healthcare \(A Media Planet Supplement\)](#)  
Feature about the role of the HIM professional in the electronic world
- » September, 2012 – [Hospital News](#)  
CHIMA submitted a story about the HIM professional and their role in patient safety.
- » October, 2012 – [Healthcare Information Management & Communications Canada Magazine](#)  
CHIMA had two articles published in this edition of ITAC Health's magazine. The first was "CHIMA's External Graduate Program" and the second was "Emerging Technologies and the Role of the HIM Professional"
- » February 2013 – [Toronto Star – Transformations in Healthcare \(a Media Planet Supplement\)](#).  
Feature about the transformation of the HIM professional in the electronic era.
- » February 2013 – [Canadian Healthcare Technology Magazine](#).  
CHIMA Calls for more Health Information Management programs

# CANADIAN COLLEGE OF HEALTH INFORMATION MANAGEMENT

(CCHIM)

## EVOLVE THE COLLEGE

The Evolve the College Advisory Committee met to identify future primary certification requirements and opportunities, and to develop a strategy for specialty certification development. The committee was comprised of key stakeholders from across Canada.

In October 2012, the CHIMA Board of Directors accepted the committee's final report and work is now underway to put the recommendations in place.

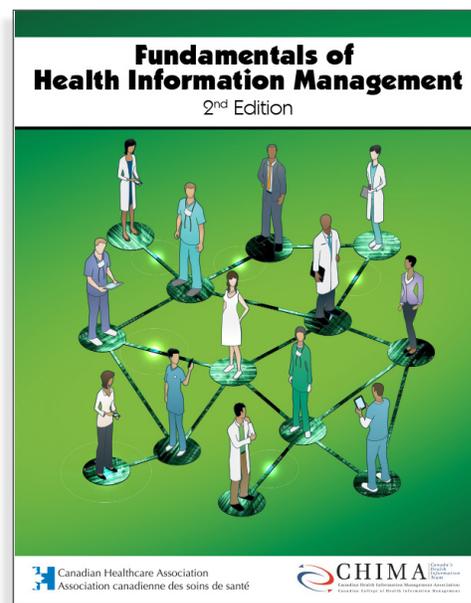
The complete Evolve the College Final Report can be found [HERE](#) on the CHIMA website.

## FUNDAMENTALS OF HEALTH INFORMATION MANAGEMENT, 2ND EDITION

The second edition of the Fundamentals of Health Information Management textbook was submitted to the Canadian Healthcare Association (CHA) Press in December 2012, with the expected date of publication set for May 2013. Modifications and additions to the textbook content are based on the updated learning content for HIM curriculum as well as new trends in HIM. Four new chapters have been included:

- » Health Information Technology
- » Decision Support and Data Analytics
- » Privacy, Confidentiality, Access and Release of Personal Health Information
- » Workflow Analysis: An Introduction and Overview.

There is increased emphasis on the importance of leadership in HIM and the textbook should challenge the reader to think about more advanced roles as they prepare for and move forward in their careers in HIM. The main audience for the textbook includes students in HIM, health informatics, and other health professions, as well as practitioners already in the workforce.



## PROFESSIONAL DEVELOPMENT AND CPES

CCHIM has also been busy developing new educational opportunities to support our members' professional development. Some of the continuing professional education (CPE) sessions held in 2012/13 include:

- » **An Introduction to the Fundamentals of Workflow Analysis**
- » **A Case Study: How the HIM Team at Trillium Health Centre has Evolved into an Enabler of the Electronic Patient Record**
- » **Decision Support: HIM Professionals Prepare for a New Paradigm**
- » **Privacy: From PHIPA to FIPPA and all Things in Between**

We were very pleased to offer two in-person workshops on Workflow Analysis. The first workshop was held in Guelph Ontario in June of 2012 and the second workshop was held in conjunction with the Health Records Association of British Columbia (HRABC) annual conference in September of 2012. Looking forward to the 2013/14 fiscal year, CCHIM will be hosting two in-person workshops, monthly CPE WebEx sessions, and two additional free sessions for our members.



## PROFESSIONAL PRACTICE BRIEFS (PPBs)

CCHIM developed and published four new PPBs in 2012/13 which included:

- » **PPB-0030.12 The HIM Profession in Telemedicine**
- » **PPB-0031.12 The HIM Role in Patient Safety and Quality of Care**
- » **PPB-0032.12 Research: A Brief Overview**
- » **PPB-0033.12 The Role of the HIM Professional in Primary Care**

Plans are underway to create quizzes for the PPBs that members can earn CPEs for. This would involve the member reading the CPE and then completing and submitting the accompanying quiz.

## PROGRAM REVIEWS & NEW INITIATIVES

CCHIM completed three program re-recognitions in 2012/13, complete with a comprehensive standards review. All re-recognition processes now include a site visit, usually of two days duration. The colleges that were reviewed included: Douglas College (BC), New Brunswick Community College (NB), and St Lawrence College (ON).

A new initiative developed and piloted in 2012/13 was the Advanced Standing program. This program has three separate and distinct options. The options include: external graduate, international graduate and an AHIMA reciprocal agreement. All three Advanced Standing opportunities are designed to give credit to individuals with advanced, related education/experience and to provide them with an opportunity to undergo an extensive gap analysis to determine their knowledge base. More information on the Advanced Standing program options can be found [HERE](#) on the CHIMA website.

17th IFHIMA Congress  
Health Information Management  
Making A World of Difference

2013



CHIMA has spent the last 12 months in the heavy planning and coordinating stages for the upcoming 17th Congress of International Federation of Health Information Management Associations (IFHIMA) – May 13-15, 2013, Montréal, Québec, Canada.

CHIMA in partnership with IFHIMA and the CNIA:

- » Received over 180 abstracts from approximately 26 different countries
- » Secured exhibitors and sponsors
- » Targeted registration numbers

With a theme of Health Information Management: Making a World of Difference, this international congress will provide a tremendous opportunity to bring together Health Information Management (HIM) professionals, industry leaders and other key stakeholders from around the world. Educational sessions, networking and social activities will broaden attendee knowledge of Health Information Management; engage new members from affiliated organizations and provide a unique forum for collaboration and information sharing.

Attendees will take away key learnings from timely and relevant topics and enjoy a chance to share best global practice with others in the industry.

For more information on the 17th IFHIMA Congress please visit:

<http://www.ifhimacongress2013.com>





## RECOGNIZING EXCELLENCE

CHIMA is proud to announce that Valerie Alston, BA, MBA, CHIM, has been awarded the **Tribute to Excellence Pinnacle Award**.



Val Alston

Val has been an active CHIMA member for 33 years, has worked in many different HIM roles and has been dedicated to pursuing and achieving higher education including her Masters of Business Administration and Bachelor of Arts. Val has demonstrated vision and a passion for the HIM profession. She has adopted and embraced the future role of HIM as it transforms the advancement of the electronic health record.

CHIMA is also proud to announce that Tina Ingham, CHIM has been awarded the **2013 Promising New Professional Award**.



Tina Ingham

Tina graduated from the Canadian Healthcare Association HIM Program in June 2010 and is an active member of CHIMA. She has demonstrated her leadership attributes, and promotes the profession. She has a great team spirit and is committed to her professional growth in health information management, and embraces new challenges.

Launched at the Annual General Conference in June 1999, the CHIMA Pinnacle Awards annually recognize those outstanding CHIMA members who have demonstrated excellence, dedication, and commitment to advancing the Health Information Management Profession.

Both awards will be highlighted at the Annual General Meeting, May 15, 2013 in Montréal.

*Congratulations, Val and Tina!*

## FINANCIAL OVERVIEW

Maintaining the viability of CHIMA/CCHIM services while meeting future commitments is a critical goal for CHIMA. In 2012/13, CHIMA directed major resources to Workforce Transformation in order to better serve our members and support the future of the profession and association.

While operating costs continued to rise, CHIMA used its resources wisely. CHIMA is steadfastly committed to living within our means while continuing to invest in member services. Over the past year our efforts have allowed us to successfully end the year with a positive operating balance of \$18,190.

In planning for the future, CHIMA and the Board of Directors are aware of the significant role they have as stewards of CHIMA's resources and understand the need to plan for the future of the profession.

Thank you to our members and staff who have contributed tremendously to the positive financial performance.

<b>Summary Statement of Revenues and Expenses (Unaudited)</b>			
As at February 28, 2013			
	2012/13	2012/13	2011/12
	<b>Budget</b>	<b>Actual</b>	<b>Actual</b>
	\$	\$	\$
Revenues	\$1,451,388	\$1,312,972	\$1,330,634
Expenses	\$1,451,267	\$1,294,782	\$1,317,117
Excess (deficiency) of revenue over expenses	\$121	\$18,190	\$13,517
Write down of PPeAT/CoP			(\$267,915)
Excess of revenues over expenses (expenses over revenues) for the year	\$121	\$18,190	(\$254,398)

# FINANCIAL OVERVIEW (Continued)

<b>Summary Statements of Financial Position and Fund Balances (Unaudited)</b>					
As at February 28, 2013					
				<b>2013</b>	<b>2012</b>
	<b>Operating Fund</b>	<b>Property and Equipment Fund</b>	<b>Endowment Fund</b>	<b>Total</b>	<b>Total</b>
	\$	\$	\$	\$	\$
<b>Assets</b>					
Current	\$1,177,860		\$21,118	\$1,198,978	\$1,148,478
Long term		\$43,323		\$43,323	\$54,568
<b>Total assets</b>	<b>\$1,177,860</b>	<b>\$43,323</b>	<b>\$21,118</b>	<b>\$1,242,301</b>	<b>\$1,203,046</b>
<b>Liabilities</b>					
Current	\$189,277		-	\$189,277	\$1,200,009
Long term	\$1,224,653	\$13,845	-	\$1,238,498	\$188,358
<b>Total liabilities</b>	<b>\$1,413,930</b>	<b>\$13,845</b>	<b>-</b>	<b>\$1,427,775</b>	<b>\$1,388,367</b>
<b>Fund balances</b>					
Opening	(\$236,984)	\$30,467	\$21,196	(\$185,321)	\$40,364
Excess of revenues over expenses (expenses over revenue) for the year	\$39,345	(\$21,077)	(\$78)	\$18,190	(\$254,398)
Earnings from C.H.I.M. Information Consulting Inc.	(\$18,343)	-	-	(\$18,343)	\$28,713
Interfund transfers	(\$20,088)	\$20,088	-	\$0	
Closing	(\$236,070)	\$29,478	\$21,118	(\$185,474)	(\$185,321)
<b>Total liabilities and fund balances</b>	<b>\$1,177,860</b>	<b>\$43,323</b>	<b>\$21,118</b>	<b>\$1,242,301</b>	<b>\$1,203,046</b>

A full set of "reviewed" financial statements for the fiscal year ending February 28, 2013 are available upon request. Please contact Cathy Brooks at 519-438-6700 extension 226 or via email at [cathy.brooks@echima.ca](mailto:cathy.brooks@echima.ca)



## BOARD OF DIRECTORS / STAFF

### 2012/2013

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Bojay Hansen (ON)  
Bonnie Adamson (ON)  
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Sharon Baigent (BC)  
Akeela Jamal (ON)  
Shirley Learmonth (AB)  
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Leah Goguen (NB)  
Gail Crook (Ex-Officio)

#### *CHIMA Senior Leadership*

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Tamara Stefanits, VP CHIMA  
Kelly Abrams, VP CCHIM

### 2013/2014

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Leah Goguen (NB)  
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Sandra Cotton (ON)  
Sharon Baigent (BC)  
Altaf Stationwala (ON)  
Gail Crook (Ex-Officio)

#### *CHIMA Senior Leadership*

Gail Crook, CEO & Registrar  
Tamara Stefanits, VP CHIMA  
Kelly Abrams, VP CCHIM

