**AHIMA Standards Task Force (TF)**

Information Governance (IG) Standards Project: HIT Standards for HIM Practices

Time: Monday, May 16, 2016

1:00 EST, 12:00 CST, 11:00 MST, 10:00 PST

Call-in information

[Join WebEx meeting](https://ahima.webex.com/ahima/j.php?MTID=m9078924aee04e011e9bb04dad77be333)

Meeting number: 926 075 291

1-650-479-3208 Call-in toll number (US/Canada)

Call Materials: <http://wiki.ihe.net/index.php/Standards_TF_Call_05/16/16>

2016 Project Wiki: <http://wiki.ihe.net/index.php?title=HIT_Standards_for_HIM_Practices-2016>

**Tentative Agenda**

Facilitator, Harry Rhodes

12:00-12:05 Welcome and Reminders

a. Welcome new Task Force members

b. Sign-up/ Completing Conflict of Interest Form *Link****:*** <https://secure.ahima.org/COI/ConflictOfInterest.aspx>

12:05-1:30 Review Standards Task Force Feedback on AHIMA Checklist/Use Case Specification

a. Patient Registration Use Case

*Materials for Discussion:*

AHIMA Checklist and Use Cases Specifications – 05/11/2016

1:30-1:50 AHIMA IG Business Requirement Specifications

b. Public comment process – June 15-July 31

*Materials for Discussion:*

AHIMA IG Business Requirement Specifications – 05/11/2016

AHIMA Standards Public Comment Handbook – 05/11/2016

 1:50-1:55 Next Steps

1:55-2:00 Q&A

**Meeting Summary**

Aaron Haskett

Alane Combs

Beth Horn

Bill Reisbick

Carlyn Choate

Harry Rhodes

Darice Grzybowski

Diana Warner

Elisa Gorton

Jennifer Manahan

Katherine Lusk

Linda Bailey-Woods

Marcia Matthias

Mick Talley

Nicole Miller

Robin Keeney

Sandra Huyck

Sandra Nunn

Susan Clark

Traci Waugh

12:00-12:05 Welcome and Reminders

1. Welcome new Task Force members

Nicole Miller

Regina Harrison

Robin Keeney

b. Sign-up/ Completing Conflict of Interest Form *Link****:*** <https://secure.ahima.org/COI/ConflictOfInterest.aspx>

12:05-1:30 Review Standards Task Force Feedback on AHIMA Checklist/Use Case Specification

a. Patient Registration Use Case

*Materials for Discussion:*

AHIMA Checklist and Use Cases Specifications – 05/11/2016

1. Reviewed identified Business Actors and Technical Actors and definitions against HITSP Consultations and Transfers of Care Interoperability Specification Business Actors and Technical Actors and definitions. Committee determined that the guidelines provided by the two documents were out of synch with each other/
2. Prepared a list of Patient Typesfor generic inpatient acute care only patient registration use cases.
3. Committee prepared a Patient Registration Workflow: (Scheduled Versus Un-Scheduled)
4. Referring/Ordering Physician
5. Scheduling/Walk-in/Patient Presentation
6. Medical Screening Exam(Non-scheduled)
7. Insurance Verification
8. Pre-admission
9. Registration

1:30-1:50 AHIMA IG Business Requirement Specifications

b. Public comment process – June 15-July 31

*Materials for Discussion:*

AHIMA IG Business Requirement Specifications – 05/11/2016

1. Committee reviewed document. Only comment was related to status of Task Force roster. Roster currently incomplete. Issue referred to Diana Warner for investigation.

AHIMA Standards Public Comment Handbook – 05/11/2016

1. No comments regarding Public Comment Handbook.

 Meeting adjourned a 2$5 pm.