



For The Record

March - 2007

The NLHIMA and your Executive is off to a fine start, all things considered. It has been a slow start for our new 2007 committees due to many changes. The first hurdle we are to address is regarding changes now in place & one that affects our committee meeting processes. This issue is at the forefront and will be resolved as soon as possible. Thank you all for your patience.

On behalf of the Executive committee I'd like to congratulate and send a huge thank you, to all of you who continue to dedicate your '*spare*' time to our organization. Your efforts and hard work does not go unnoticed!

The NLHIMA 2007 calendars have been mailed to 'contact's in various regions. Please let me know if you have not received one, forward your current mailing information to me and I will send one directly to you as soon as possible.

As voted at the 2006 AGM our committee structure has changed a little. You will notice that the Newsletter and Public Relations committees have now become one, the **Communications Committee**. Good luck in all of your endeavors.

Our web page has been under 'construction' and many changes and additions have been made.

Please take a moment to scan through and forward your comments as directed on the 'Contact us' page. We are open to feedback, ideas and corrections where required. As well, please send your contact information to us via the web page instruction.

In regard to web page construction, the Communications Committee has completed their first Newsletter, 'For the Record', & will be adding this and subsequent Newsletters to the WEB PAGE for timely delivery as well as for your convenience. A notice, with this newsletter attached, has been sent to members one week prior to this new web change. Please be advised that all future Newsletters will be available to you on our WEB PAGE, however, consideration will be given, if required, of this change in delivery.

As you prepare to submit your articles, be advised that **all submissions** to the NLHIMA Newsletter will be posted to this very public venue. The Communications Committee look forward to receiving articles and hope that you will continue to enjoy reading, as well as submitting Regional Reports and/or other informative memos and letters.

On your behalf, I look forward to attending the NHIMA and CHIMA's upcoming 65th Anniversary Celebration & Annual Conference in Quebec City. Over the past year or so, CHIMA has moved office and have been searching for items representing all provinces to

adorn the walls and shelving at head office. As well an auction is being held at the upcoming CHIMA AGM (see notice on web page).

I would be delighted to bring along items that represent NL from those wishing to donate, for the **auction** and/or **CHIMA board room** (please specify if you have a preference).

At this time I must again send a huge thank you to all of our predecessors for their leadership and guidance. This has not gone unnoticed, and is greatly appreciated. We continue to learn in our new positions and are open to all of your suggestions and advice.

Please, while you realize the changing times and wish to make contact with your committee reps and or NLHIMA Members, do so via e-mail and our improving "NEW AND IMPROVED" ever changing WEB PAGE.

Elizabeth Hunt
President, NLHIMA

NLHIMA ADDRESS



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COMMITTEE REPORTS

NEWSLETTER COMMITTEE

Hello Everyone! This is the first newsletter since our AGM, and the formation of the new Communications Committee. This committee is a compilation of the former Public Relations and Newsletter Committees. We will be working on promoting our profession through various means – the most underutilized one being our Association's website! I am told that some of our members were unaware that we even **have** a website! We do, indeed, have a website, folks, and it is being, revamped, reworked, and given a much needed

overhaul so that it can truly become the useful promotional and communications tool that it is meant to be.

In addition to the update of the website, your Communications Committee will be working on finding ways to promote our profession to the general public at large. This may include setting up displays, providing brochures explaining what we do, taking part in Health Information related events, etc. If anyone has any suggestions, comments, bricks or bouquets, I encourage you to contact a member of your committee, or you may use the 'contact us' link on our website. The NLHIMA website is: www.nlhima.ca

Thanks to my committee members for all their hard work, patience, and cooperation.

Michele Bishop
michelebishop@nl.rogers.com

FINANCE/FUNDRAISING COMMITTEE

Philly O'Grady has completed her term as Treasurer of the NLHIMA and the transition of this position to me is ongoing. Philly did a wonderful job and I have some very BIG shoes to fill if I want to do half as well as she did! Thanks for all your help, Philly, and thanks in advance for the advice I will still need in the future.

The Membership Applications for 2007-2008 have been sent out. Please return them to me ASAP! Thanks!

We will be having our first Finance meeting in early March to decide our yearly fundraiser. Be on the lookout for tickets to sell in the mail very soon!

Karen Squires, Treasurer

EDUCATION & PROFESSIONAL DEVELOPMENT

The Education and Professional Development Committee is in the final stages of organizing the annual Spring Data Quality Session. It will be held on **Friday, May 11, 2007 in Boardroom 1 at the Professional Development & Conferencing Services (formally known as TETRA)**. Again this year we have arranged for videoconferencing for regions outside St. John's.

The evaluation forms from the September 2006 PDD were favorable and gave the committee many suggestions for future education topics. A big thank you to those who took the time to complete the evaluation forms, they are very helpful to the committee.

We are busy planning our AGM and PDD to be held September 13 and 14 in St. John's. There will be more information on this when we finalize our location, speakers etc.

In the meantime, please plan on attending the DQ session this year. Dr. Gill has agreed to be a presenter and we will have a session on VADs (ventricular assist devices).

We will be asking CHIMA to recognize our education days as credited hours and will keep you posted.

Rosalie Haire

Did You Know...

Did you know that our Association's by-laws, mandates, etc. are all available for viewing on the website? Have a look around while you're there, you don't know what you might find!

WHAT'S HAPPENING AROUND THE PROVINCE...

The following submissions are in response to our province-wide request for articles for this newsletter.

Burin Peninsula Health Care Centre

A lot of effort has gone into meeting our coding/abstracting and transcription turnaround times. We are meeting the standards thanks to all the hard work of the staff in these areas.

Sharon Mullett is working on a Regional Health Record Retention & Destruction Policy for Eastern Health. A draft policy is currently in circulation to the other Managers of Health Information Services Departments.

Dialysis Unit is scheduled to open at the BPHCC in June of 2007. Renovations are ongoing on the East Wing of the Hospital.

We are advertising for a 3rd Health Information Professional (HRT) to perform the work of Coding/Abstracting/Chart Analysis and Completion. This is a new position in which a Clerk II previously performed a portion of the work.

Efforts continue to have those of our staff who are currently classified as HRT-I reclassified appropriately, based on the work they are currently performing.

Our HIS student is in her 2nd year and we wish her the best on her final lap.

Bev Brushett is working on a Business Statistics I Course.

Kelly Appleby is working on Health Information Management Degree.

Laurella Stacey, HIMP

Dr. G.B. Cross Memorial Hospital

At G.B. Cross, the Coding is now within the expected 45 day turnaround time, YAY!

The construction of our new Long Term Care Facility has been started and is being built adjacent to G.B. Cross Hospital. The expected date of completion is the spring of 2008.

Our 3 HIM students are busy in the second year of their course and they have arrangements made for their upcoming work terms. There is also a first year student at the Bonavista site and she is doing her practicum at the Clarenville site as well.

Accreditation Teams have been formed and meetings are now taking place. The Accreditation will take place in September, 2007.

Barb Genge, HIMP

Labrador-Grenfell Region

Hello from Labrador and the Northern Peninsula!! As in all regions, work toward full regional merger and re-organization is ongoing here. Much has been accomplished to bring us and our systems together –

much more is yet to be achieved. We have recently “unveiled” our new corporate website however and I would encourage all to have a visit when you have an opportunity: www.lghealth.ca. Hoping you will find it informative and easy to navigate – more is planned for inclusion, as time goes on.

Around the region, many staff members have been very involved in Accreditation team work that is ongoing now. Our self-assessment questionnaires are nearing completion and we have our first full accreditation as a new region from May, 6th to 11th, 2007 – wish us well!!

Recently, we welcomed new Technical staff (HIMP’s) to our “ranks” at both the Charles S. Curtis Memorial Hospital, St. Anthony (Maria Tucker) and the Labrador Health Centre, Goose Bay (Gail Gallagher). Maria joins as our second Coder at Curtis and Gail joins as a Temp. – both were very pleased to have attended the ICD-10/CCI training session with Rosalie and Lillian at the NLCHI. Congratulations and good luck is also sent out to our current 2nd year HIM student at Curtis: Jackie Fowler is only weeks away from completing her program and starting her final practicum – best wishes are sent her way as she prepares to challenge the National exam later this year.

Work and plans are progressing in our region as we anticipate the planned construction of a new hospital facility in Labrador City and a new long term care facility in Happy Valley-Goose Bay. Site selection is still ongoing in Lab West, while plans to “turn sod” in Goose Bay will happen as soon as “old man winter” disappears. Staff will be very excited to see these plans move forward.

Happy Spring to all! Don’t forget to set your clocks ahead this week!!

Susan Bourgeois

Newfoundland Cancer Treatment & Research Foundation

Once again when we talk about the Health Information Profession it is impossible not to see the changes that are ongoing. Health Information as we once knew it has changed slightly, the core functions have not changed although the broad

spectrum of duties that now come under the Health Information umbrella is amazing.

Well when the Newfoundland and Labrador Health Information Management Association stated in their Mission Statement that continuing education is an integral component of professional development, I feel that no truer text was written. As an example, the HRT’s and CTR’s at the Tumor Registries department have been active in introducing the Collaborative Staging to their Disease Registry. This has involved traveling to National Collaborative Stage Training Sessions. The CS staging began January 2007.

The Collaborative Staging Task Force, formed in 1998, was convened to address the issue of discrepancies in staging guidelines among the three major staging systems used in the United States. The initial focus of the Task Force was to develop a translation or other method of conversion between the TNM staging system of the AJCC and the SEER Summary Staging System. Such a translation would eliminate duplicate data collection by registrar reporting to clinical and epidemiologic registries. The Collaborative Staging system is a carefully selected set of data items that describe how far a cancer has spread at the time of diagnosis. The TNM 6 Staging system, which uses three basic descriptors are then grouped into stage categories. The first component is “T” which describes presence and extent of the primary tumor, The “N” which describes the absence and extent of regional lymph node metastasis. The third component is “M” which describes the absence or presence of distant metastasis. The Collaborative Staging System is based on, and compatible with, the terminology and staging in the sixth edition of the AJCC Cancer Staging Manual. The general rules of the TNM system have been incorporated into the general rules for Collaborative Staging.

In summary, the developers of the Collaborative Staging model believe that it will improve the quality of data being collected by the cancer registry community. Uniform rules and standardized training will make it easier for cancer registry personnel to complete staging tasks.

The Registries Department will keep you up to date with the progress of our new staging system.

Callista Silver, HIMP

Newfoundland And Labrador Centre For Health Information

The Newfoundland and Labrador Centre for Health Information is continuing work on many projects. Please check out our website: www.nlchi.nl.ca

Safety Tips from Occupational Health & Safety

Prevention of muscular injuries can be achieved with proper training, precautions and equipment.

Here are some simple principles you can follow when you are designing or modifying your workplace:

- Keep everything (tools, materials, equipment) in easy reach
- Work at proper heights (in relation to the body of the worker)
- Avoid excessive force where possible
- Work in a good comfortable posture
- Reduce excessive repetition
- Minimize general fatigue
- Minimize direct pressure on legs, feet and hands
- Provide adjustable workstations (chairs, tables, platforms)
- Ensure easy access and provide clearance
- Maintain a comfortable environment (heat, light, humidity)
- Improve work organization

*Laurella Stacey, Worker Co-Chair
O.H.S Committee*

UPDATE RE: NON-MEMBERSHIP IN CHIMA

In response to a number of queries regarding what happens if a Health Information Management professional is not an active member in the national association, CHIMA has advised that they are reviewing the consequences of non-membership with their lawyer and will receive further direction from their Board of Directors. This outcome will be forwarded to all provinces once the final legal opinion has been presented. As soon as your provincial association has been made aware, we will be advising our members of the decision.

Committee Work

If any of our members are interested in serving on one of our committees, I encourage you to contact the Communications Committee via the website's "Contact Us" link, and we will ensure that the appropriate committee chair receives your email. The NLHIMA committees are:

Policy Standardization Committee
Communications Committee
Nominating Committee
Education & Professional Development Committee
Finance/Fund Raising Committee

CONGRATULATIONS!!



L to R: Deborah Noseworthy, Janet Simms and Harriett Powell

Congratulations are extended to Deborah Noseworthy, Janet Simms and Harriett Powell on successfully challenging the national certification examination with the Canadian Health Information Management Association.

Eastern Health would also like to congratulate the following candidates who successfully challenged the CHIMA Certification Exam in November.

Congratulations to Karen Squires and Sharon Higdon from the St. John's sties, to Susan Ryan from the NL Cancer Treatment and Research Foundation, and to Debbie Peddle from Carbonear General Hospital

All your hard work, perseverance and effort has paid off!!

Coding Queries Link

When checking out the NLHIMA website, please note the link to the Coding Queries database, located on the Data Quality and Standards page of the Newfoundland and Labrador Centre for Health Information's website. These Q & A's come from all regions of the province and are answered provincially whenever possible; and forwarded on to CIHI for review and response when necessary. The webpage is searchable, and also provides a place for sending new queries. This is a wonderful resource that many coders are unaware of. Everyone is encouraged to ask questions provincially first, since these queries will be circulated at the Provincial Coding Committee meetings and placed on the Coding Queries page so that we may reach as many coders as we can with the response. So, go to The Centre's website at www.nlhima.ca and follow the link to the coding query page.

A WORD FROM THE EDITOR...

As always, your Communications Committee strives to provide you with current and relevant information via the newsletter; however, we are not infallible. If you find something in our newsletter which requires correction, clarification, or outright apology, please notify one of the members of the Communications Committee for follow up.

Your committee members are:

Michele Bishop	Mary Cutler
Susan Bourgeois	Patty Simpson
Alicia Trask	Diane Ryan
Laurella Stacey	Blake Collett

As previously mentioned, this will be the last time our newsletter will be distributed electronically to our members. You will receive an email notice when future newsletters are available on the website. So, it is important that we have the most up-to-date email addresses for our members. Please follow the link on the webpage to fill in your contact information so that we may add you to our database.



"We are all here for a spell; get all the good laughs you can."

~Will Rogers~

Following Doctor's Orders...

Patient: *It's been one month since my last visit and I still feel miserable.*

Doctor: *Did you follow the instructions on the medicine I gave you?*

Patient: *I sure did. The bottle said "keep tightly closed."*

The Heart Transplant...

A new arrival, about to enter hospital, saw two white coated doctors searching through the flower beds. "Excuse me," he said, "have you lost something?" "No," replied one of the doctors. "We're doing a heart transplant for an income-tax inspector and want to find a suitable stone."

It Hurts Here, Here, and Here...

A man goes to the doctor and says to the doctor: "It hurts when I press here" (pressing his side) "And when I press here" (pressing the other side) "And here" (his leg) "And here, here and here" (his other leg and both arms) so the doctor examined him all over and finally discovered what was wrong... "You've got a broken finger!"