



CONTINUING EDUCATION REPORTING FORM

REPORTING PERIOD

- | | | |
|--|---------|-------------------|
| <input type="checkbox"/> January 1, 2004 | through | December 31, 2005 |
| <input type="checkbox"/> January 1, 2005 | through | December 31, 2006 |
| <input type="checkbox"/> January 1, 2006 | through | December 31, 2007 |
| <input type="checkbox"/> January 1, 2007 | through | December 31, 2008 |

CREDENTIAL

- | | | |
|-------------------------------|--------------------------------|-------------------------------|
| <input type="checkbox"/> RHIA | <input type="checkbox"/> CCA | <input type="checkbox"/> CHP |
| <input type="checkbox"/> RHIT | <input type="checkbox"/> CCS | <input type="checkbox"/> CHPS |
| | <input type="checkbox"/> CCS-P | |

PARTICIPANT INFORMATION

AHIMA ID Number: _____

HIMSS ID Number: _____
(if applicable)

Full Name: _____

Mailing Address: _____

E-Mail Address: _____

Telephone Number: _____



CONTINUING EDUCATION UNITS (CEUS)

Instructions: List the number of continuing education units (CEUs) you earned in each category during the reporting period. Indicate the number of hours in the space provided.

Technology:

Application of existing and emerging technologies for the collection of clinical data, the transformation of clinical data to useful health information, and the communication and protection of information.

Management Development:

Application of organizational management theory and practices as well as human resource management techniques, to improve departmental adaptability, innovation, service quality, an operational efficiency.

Clinical Data Management:

Application of data analysis techniques to clinical databases in order to evaluate practice patterns, assess clinical outcomes and assure cost-effectiveness of healthcare services.

Performance Improvement:

Study of fundamental organizational changes and how they are functionally organized or how they deliver patient care, with special focus on the requisite changes made in health information systems and services.

External Forces:

Knowledge of strategies that organizations and health information management professionals have employed to effectively address emerging legislative, regulatory, or other external party actions that potentially impact the collection and use of health data.

Clinical Foundations:

Understanding of human anatomy and physiology, the nature of disease processes in humans, and the current methods of diagnosis and treatment of acute and chronic medical conditions and diseases.

Other HIM Professional Development:

*AHIMA guidelines allow an individual to earn continuing education credits in areas other than those defined by the **Educational Core Content Areas** as long as the requirements are met. It is the intent of the association that activities counted in this category be relevant to the individual's "professional development" as opposed to "personal growth." Individuals who are audited may be asked to demonstrate the rationale for using "other" activities to fulfill continuing education requirements.*

TOTAL:



AFFIDAVIT

I hereby verify the truth of the entries on this Continuing Education Report Form. I affirm that I participated in continuing education activities and that the number of units reported is correct. If audited, I will be able to supply supporting documentation verifying participation and summarizing content for the CEUs reported.

Signature: _____

Date: _____

Submit to:
AHIMA
Maintenance of Certification Department
233 N. Michigan Avenue
Suite 2150
Chicago, IL 60601-5519