



# Examiner



hfma™ northwest ohio chapter  
healthcare financial management association

Publication Date: January 28, 2008



## Two Exciting Educational Opportunities

*The Program Committee is pleased to present a workshop series specifically designed for front line patient access team members.*

The sessions entitled *“The Revenue Cycle and You”* and *“Registration’s Link to the UB-04”* will be held on consecutive Tuesdays, February 19<sup>th</sup> and 26<sup>th</sup>. During the first session, *“The Revenue Cycle and You”*, you will travel along with Mr. Duck as he visits the hospital ER and ultimately is admitted as an inpatient. As a key revenue cycle player, you will be introduced and various processes will be explored. The potential delays in the revenue cycle will also be discussed, along with ways to avoid them. At the end of this session, you will gain a better understanding of the complexity of reimbursement and its impact on the hospital’s financial success.

The follow up session, *“Registration’s Link to the UB-04”*, will explore the life of a bill from creation to adjudication. You will dissect the UB-04 and explain the four main sections of the claim form. You will also discuss the importance of key verification steps and how they relate to timely and accurate payment.

Both of these sessions will be instructed by **Lorraine Schnelle**, CPA. Lorraine is Co-founder and Executive VP of Bridgefront, a leader in providing healthcare education. She has almost 25 years of healthcare finance experience from being a manager in the healthcare consulting practice of Ernst & Young to a directorship at a large West Michigan hospital. This particular training session was developed in conjunction with Trinity Health and is helping health systems across the country positively impact cash flow and increase their Revenue Cycle Quotient. ***The costs of these sessions are economically priced at \$25 per session or \$40 for both.***

*The Program Committee is pleased to present a 1 ½ day Workshop specifically designed for those individuals that prepare the Medicare Cost Report.*

For the first time, the NWO Chapter of HFMA will host a multi-day workshop that will focus on Cost Report preparation and analysis. *Are you concerned about accurately compiling your facilities Medicare Bad Debt information? Are your Physician Time Studies accurate? Have you been searching for more information on Critical Access Hospitals?* Do you want to maximize the use of your cost reporting software? If you answered **“yes”** to any one of those questions, then this is a day and a half that you will not want to miss. This ***“Cost Reporting 201 and Beyond”*** session will take place February 28 – 29, 2008 at the Holiday Inn French Quarter in Perrysburg, Ohio. The session will explore some of those “difficult to deal with” areas of the cost report - things like Medicare Bad Debt, Wage Index and Occupational Mix, Physician Time Studies and more. **Walt Theado** from Plante Moran will be our presenter for these topics. He brings with him years of Medicare cost reporting experience and will be on hand both days to present and answer those difficult questions. Then for those of you that utilize the Health Financial Systems software, **Pete Harmon** from HFS will be our guest. He will give on-site demonstrations of how to use the Automated Account Interface, PS&R Interface and the Auditor tool. Each of these tools can save the cost report preparer hours of time. He will also show us some “tricks of the trade” and other shortcuts that will allow the maximum use out of this powerful software. With electronic PS&Rs right around the corner, this is a session that you will not want to miss.

**If you are on our mailing list, information will be forthcoming in the mail within the next two weeks. If you have any questions or concerns you can contact John C. Jones at 419-291-0252 or via email at [john.jones@promedica.org](mailto:john.jones@promedica.org).**

# MEMBERSHIP NEWS

Please welcome the following new members who have joined or transferred into the Northwest Ohio Chapter since September:

Linda Bert, Van Wert County Hospital  
Heather Cramer, Mercer Health  
J. Todd Almendinger, H.B. Magruder Hospital  
Amy Goetz, H.B. Magruder Hospital  
Deborah O'Neal, H.B. Magruder Hospital  
Whitney Welter, University of Toledo Physicians

It is wonderful to see so many new members! In addition, many many thanks to the 5 members who have reinstated their memberships since September. We did have one member transfer to another chapter due to relocation for new employment.

Our membership as of November 30 totals 143, which is down about 9% from where we were at the beginning of this chapter year (at the time of membership renewals). Our Chapter has averaged 10-14 new members per year for the last four years, but each year we have a number of members who do not renew their memberships. If you are a member and are thinking about letting your membership lapse, please contact one of us on the membership committee and let us know what your concerns are. Our Chapter leaders strive to ensure that the Chapter provides value for each and every member, and this feedback would be extremely helpful in our efforts to achieve this objective.

## NWOHFMA - By The Numbers

If you ever wondered "who" we are as a Chapter, we are (as of 6/1/2007):

- ❖ Members of HFMA for an average of 11 years
- ❖ In healthcare for an average of 21 years
- ❖ 48 years old on average
- ❖ 20 are members of the CFO Forum
- ❖ 27.4% joined in the last 4 years
- ❖ There's a slightly greater chance we're a male
- ❖ 24 are CPA's
- ❖ 13 are certified members (12 FHFMA & 1 CHFP)
- ❖ 55 are a Director, Manager, or Supervisor
- ❖ 31 are the CFO or Controller
- ❖ 62.1% work in hospitals
- ❖ 12.4% work in health system headquarters or corporate offices

*Happy New Year* from the Membership Committee!

Chris Rizzo, Chair: [Christina\\_Rizzo@mhsnr.org](mailto:Christina_Rizzo@mhsnr.org)  
Scott Fought [Scott.Fought@promedica.org](mailto:Scott.Fought@promedica.org)  
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# 2007-2008 Chapter Sponsors

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## Editorial Policy for THE EXAMINER

THE EXAMINER is published four times per year.

Our objective is to provide members with information regarding chapter activities as well as ideas to help individuals in the performance of their job duties.

Your chapter leadership strongly encourages the submission of material for publication. Articles should be typewritten. Letters should be legible and must be signed. The editor reserves the right to edit material and accept or reject contributions whether solicited or not.

Send all correspondence or materials for publication to:

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Opinions expressed in articles or features are those of the author and do not necessarily reflect the views of the Healthcare Financial Management Association, Northwest Ohio Chapter, or the editor.

# MAINTAINING CERTIFICATION - CHFP and FHFMA

## Overview

Attaining an HFMA certification designation indicates achievement of a high level of professional competence that is measured by meeting certain experiential and professional requirements. HFMA certified members are granted current status for a period of three years from the June 1 closest to the date of attaining Certification. All HFMA certified members are required to maintain their designation through participation in continuing education.

## Requirements for Certification Maintenance

The HFMA Board of Directors requires that both CHFPs and FHFMA members complete activities to demonstrate they are maintaining their technical and professional competence.

Certified members are required to be active members of HFMA and in good standing. Failure to renew membership by September of the maintenance year will result in removal of the CHFP and FHFMA designation. To regain the designation, the member is required to complete the certification process again including retaking the certification exams and submitting a conforming application.

The Board of Examiners (BoE) has specified the following maintenance requirements:

- 90 contact hours, in eligible programs, over the three-year reporting period
  - Minimum of 20 contact hours per maintenance year (5/31 - 6/1)
  - Minimum of 50% of the total contact hours (45 hours) must be in healthcare finance; The remaining contact hours may be from attending eligible programs and professional activities that contribute to the development of business and/or technical skills.
- A contact hour is defined as 50 minutes of continuous programming, excluding breaks, meals and social functions.
  - For a list of education activities eligible for certification maintenance, please visit [www.hfma.org](http://www.hfma.org)
- Certified members self-report eligible activities in the on-line system
  - HFMA reserves the right to request that proof of attendance and participation in any reported educational activity be provided to validate reported hours. Certified members should retain for one year documentation of an activity that would validate attendance at it and eligibility for maintenance for one year past the end of their June 1 renewal date.
  - Members must keep their records current for all education activities they attend, including local chapter educational events.
  - HFMA National will record all education activities for which a CPE letter was issued to the member.
- Candidates are responsible for ensuring the accuracy and completeness of their records. Candidates with deficiencies will be required to eliminate that deficiency by December 1 of the year in which maintenance is required. Failure to do so will result in loss of the designation.
- In lieu of participating in the Certification Maintenance program, certified members can retain currency by successfully re-taking the current Core examination and the specialty in which they are certified and submitting required personal references.

If you have any further questions, please feel free to contact me at (419) 447-0222, ext. 304 or send me an email at [thowell@senecamedical.com](mailto:thowell@senecamedical.com).

Todd R. Howell, CPA, FHFMA, Chapter Treasurer  
Chief Financial Officer at Seneca Medical, Inc.

# HFMA CHAPTER LEADERSHIP 2007-08

## Officers

Past President: Kim McClure, ProMedica Health System, Toledo, 419-291-5750, [kim.mcclure@promedica.org](mailto:kim.mcclure@promedica.org)

President: Samantha Platzke, Mercy Health Partners, Toledo, 419-251-2046, [samantha.platzke@mhsnr.org](mailto:samantha.platzke@mhsnr.org)

President-Elect: Amy Gill, Fisher Titus Medical Center, Norwalk, 419-668-8101, ext. 6280, [agill@ftmc.com](mailto:agill@ftmc.com)

Secretary: Robert Goshia, Paulding County Hospital, Paulding, 419-399-1106, [rgoshia@saa.net](mailto:rgoshia@saa.net)

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## Board Members

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## Chairpersons

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