Today’s Agenda

- House of Delegates Materials
- House of Delegates Meeting Agenda
- Strategic Planning
- Announcements & Reminders
2019 House of Delegates

- Forty CLA delegates plus seven CHIA Board members
- Number of delegates based on percent of CLA Active & Student Members

<table>
<thead>
<tr>
<th>Component Local Association</th>
<th>Delegates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Greater Orange</td>
<td>4</td>
</tr>
<tr>
<td>Inland Area</td>
<td>4</td>
</tr>
<tr>
<td>North Coast</td>
<td>9</td>
</tr>
<tr>
<td>Southern California</td>
<td>12</td>
</tr>
<tr>
<td>San Diego</td>
<td>4</td>
</tr>
<tr>
<td>Sierra</td>
<td>2</td>
</tr>
<tr>
<td>Sacramento Valley</td>
<td>5</td>
</tr>
<tr>
<td>Board of Directors</td>
<td>7</td>
</tr>
<tr>
<td>Total House</td>
<td>47</td>
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House of Delegates Materials

Posted at:
http://californiahia.org/chia-house-of-delegates

The House of Delegates materials include:

1. Welcome Letter
2. HOD Agenda and Instructions
3. CHIA 2020 - 2022 Strategic Focus and Priorities
4. CHIA Strategic Planning Workgroups-Background and Instructions
5. CHIA 2020 - 2022 Strategic Planning Worksheets (3)
6. CHIA 2020 - 2022 Strategic Plan
7. CHIA 2019 Annual Report - To follow
8. CHIA 2019 Delegate Roster - CLA Leaders: Please review & confirm delegates
## Agenda

### CLA Leadership Forum HOD Orientation

**1:00 – 5:30 PM**

- **Check-in 1:00 PM**
- **Call to Order 1:30 PM**
- **Closure 5:30 PM**

### Delegate Check-in and Credentialed

<table>
<thead>
<tr>
<th>Time</th>
<th>Agenda Item</th>
<th>Presenter(s)</th>
</tr>
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<tbody>
<tr>
<td>1:00 PM</td>
<td>Call to Order</td>
<td>Maria Altamirano</td>
</tr>
<tr>
<td>1:30 PM</td>
<td>Call to Order (Continued)</td>
<td>Maria Altamirano</td>
</tr>
<tr>
<td>5:30 PM</td>
<td>Closure</td>
<td>Maria Altamirano</td>
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</tbody>
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### House of Delegates Business

- **CHIA Annual Report**
- **Committee Accomplishment Presentations**
- **Strategic Planning Breakout Session**
- **Announcements**

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Strategic Planning Tutorial

“Strategic planning is an organizational management activity that is used to set priorities, focus energy and resources, strengthen operations, ensure that employees and other stakeholders are working toward common goals, establish agreement around intended outcomes/results, and assess and adjust the organization’s direction in response to a changing environment.” – Balanced Scorecard Institute

Strategic Planning Tutorial

Strategic planning is an organizational management activity that is used to...

- Set priorities
- Focus energy and resources
- Strengthen operations
- Ensure that employees members and other stakeholders are working toward common goals
- Establish agreement around intended outcomes/results
- Assess and adjust the organization’s direction in response to the changing environment
Strategic Plan Components

1. Vision
2. Mission
3. Core Values
4. Goal
5. Strategy
6. Objectives/Accomplishments
7. Tactics
8. Outcomes

Vision

Vision Defined
A vision statement is an aspirational statement of where you want to be in the future. A vision statement is what the world looks like if you achieved your goal.

CHIA Vision
Improved health through trusted information

Oxfam Vision
A just world without poverty
Mission

A mission statement is your reason for being, it is what the organization does. It is the overarching statement of purpose for the organization.

CHIA Mission
Develop health information professionals and advocate for practice excellence

Oxfam Mission
To create lasting solutions to poverty, hunger, and social justice

Core Values

Core values describe your beliefs and behaviors. They are the things that you believe in that will enable you to achieve your vision and mission.

CHIA Core Values
Collaboration, Diversity, Innovation, Leadership, Integrity, Transparency

AHIMA Core Values
Respect, Leadership, Integrity
Goal

A goal is a broad primary outcome. Goals are long-term aims that you want to accomplish.

**CHIA Example Goal (Pillar)**
Catalyze health information integrity

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Strategy

A strategy is the approach you take to achieve a goal.

**CHIA Example Strategy**
Develop and promote best practices, standards, tools and training for health information integrity excellence.
Objective/Accomplishment

Objective
An objective is a measurable step you take to achieve a strategy.

CHIA Example Accomplishment
Establish a CHIA Task Force to define health information integrity

Tactics

Tactic
A tactic is a tool you use in pursuing an objective.

CHIA Example Tactic
- Develop a focus group at the regional level designed to produce a summary of HIM integrity best practices in your domain
- Sponsor a “bring a friend” event where members invite someone new
- Engage with local legislators representing a geographic region and introduce the HIM profession
Outcome

Outcomes
Measures of success.

CHIA Example Outcome

- First generation best practice tools and toolkits and standards are available.
- A California information integrity training program is in place.

VISION
Improved health through trusted information

MISSION
Develop health information professionals and advocate for practice excellence

CATALYZE Health Information Integrity
- Develop and promote best practices, standards, tools, and training for health information integrity excellence.
- Train, mentor, and empower professionals to lead health information integrity improvement activities and initiatives.

CONNECT the Health Information Community
- Offer high value and easily accessible resources and education using web and other technologies.
- Strengthen opportunities for community connectivity.
- Make membership more inclusive.

PARTNER to Accelerate Innovation
- Advocate for state policies governing health information across the information lifecycle.
- Convene industry stakeholders to advance health information integrity improvement.
- Collaborate to advance patient access and data protection initiatives.

CHIA STRATEGIC PLAN
2020-2022
### Catalyze

**GOAL:** Catalyze Health Information Integrity

- **Catalyze:** accelerate or improve the rate of a process, to inspire and bring about, to alter significantly; to inspire

<table>
<thead>
<tr>
<th>Strategies</th>
<th>Desired 2022 Outcomes</th>
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<tbody>
<tr>
<td>- Develop and promote best practices, standards, tools and training for health information integrity excellence.</td>
<td>- First generation best practice tools/resources, toolkits and standards are available.</td>
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<tr>
<td>- A California health information integrity training program is in place. This includes modules for major domain areas agreed upon (e.g., DNR/PHR, coding, compliance, privacy).</td>
<td>- Training tools adapted to at least one non-acute health information setting.</td>
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<tr>
<td>- Partner with other health care industry professionals to provide targeted training.</td>
<td>- HIM professionals speaking to California stakeholder groups.</td>
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<td>- Trans, mentor and empower professionals to lead health information integrity improvement activities and initiatives.</td>
<td>- Formal mentoring for student and new professionals on information integrity.</td>
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<td>- A consumer-oriented outreach to available about the importance of health information integrity.</td>
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<td>- Articles from health information professionals about information integrity best practices published for CHIA’s members and for at least two other California stakeholder groups.</td>
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### Strategic Advancement

**Question 1:** As a leader in the HIM Community, what two or three things can you do to advance CHIA’s strategic initiatives?

**Question 2:** How can CHIA support you to be successful in these endeavors?

<table>
<thead>
<tr>
<th>Leader</th>
<th>Example: Develop a focus group at the regional level designed to produce a summary of HIM Integritiy best practices in your domain.</th>
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### Connect

**GOAL:** Connect the Health Information Community

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<tr>
<td>- Offer high value and easily accessible resources and education using the web and other technologies.</td>
<td>- CHIA’s technology offers the opportunity for members to interface with CHIA.</td>
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<tr>
<td>- CHIA offers education and training products via web.</td>
<td>- Have evidence of the usefulness of the web resources.</td>
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<td>- Strengthen opportunities for community connectivity.</td>
<td>- Research stakeholder needs and understand relationships with other professional association.</td>
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<td>- Other rapid connect resources so members can engage with one another; evaluate use and value to members.</td>
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<td>- Develop professional interest groups.</td>
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<td>- Make membership more inclusive.</td>
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<td>- Expand member profile data.</td>
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<td>- Develop a plan to evaluate CHIA dues assessments associated with “membership” by 2022.</td>
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<td>- Increase proportion of members that are actively engaged.</td>
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<td>- Implement professional practice councils/interest groups.</td>
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### Strategic Advancement

**Question 1:** As a leader in the HIM Community, what two or three things can you do to advance CHIA’s strategic initiatives?

**Question 2:** How can CHIA support you to be successful in these endeavors?

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<th>Leader</th>
<th>Example: Sponsor a “bring a friend” event where members invite someone new; offer a prize for the selected winner.</th>
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Delegate Instructions

- Review the CHIA 2020-2022 Strategic Plan and associated strategic planning worksheets including goals, strategies and desired outcomes.
- Brainstorm with colleagues and CLA members between now and June to solicit feedback.
- Using the strategic planning worksheets document feedback from your membership describing how, as HIM leaders, you can advance CHIA’s strategic initiatives.
These slides need to be revised
Sharon Lewis, 4/10/2019
Strategic Planning Breakout Session

• Six Groups
• Three Strategic Goals (Each table will have two goals)
• Group Recorder & Reporter
• Thirty Minutes Per Goal
• Report Out
AHIMA Triumph Awards

- Call for AHIMA nominations
- Nomination deadline is June 1st
- For award categories, descriptions, qualifications, guidelines:
  http://www.ahima.org/about/recognition/triumph

Nominate a deserving colleague today!
Reminders

• CLA Budgets for 2019-2020 due May 1
  Send to: Stefanie@CaliforniaHIA.org

• CLA Annual Report Due May 1
  https://form.jotform.us/CaliforniaHIA/cla-report18

• Requests for CLA Events and Newsletters
  Email to: CLANews@CaliforniaHIA.org

CHIA Convention

• CHIA Convention & Exhibit 2019
  https://californiahia.org/convention-exhibit

• Silent Auction Donations
  https://form.jotform.com/CaliforniaHIA/donation-form

• CLA Leadership Forum Luncheon
  2019-2020 CLA Board Members Invited
  Monday, June 10, 2019
  12:15 pm - 1:45 pm
  Conference Center, Verde Vista Terrace
  RSVP by May 24
2019 – 2020 | CLA Orientation Webinar

- Component Local Association Orientation
- Thursday, June 20, 2019 @ 4:00 p.m.
- Via WebEx

Orientation Webinar for incoming CLA Presidents and Presidents-elect. CLA board members and CHIA Board members welcome.
Thank You!

Nancy Andersen
CHIA President-Elect
President@CaliforniaHIA.org