



Dear Members,

As the incoming Chapter President, it is my pleasure to invite you to become more involved in the Metropolitan New York Chapter of the Healthcare Financial Management Association. Volunteer this year and help to develop the future of our Chapter!

The primary mission of HFMA is to provide timely, informative, and meaningful educational programs and networking opportunities to healthcare finance professionals. Our Chapter's programs are designed to allow members to maximize the benefits of their HFMA membership. To fulfill this mission our Chapter needs your help. **We need you to volunteer and actively participate on a Chapter committee.**

By becoming an active participant in the Chapter, you are given a unique opportunity to expand your skill set, gain knowledge, build new relationships, strengthen current relationships, foster invaluable contacts, and develop friendships while planning educational seminars and workshops as well as social and networking events.

Your level of involvement can be as little or as much as you want it to be. It can include a few hours a month for example; writing an article for Newscast, working on an educational committee to a long-term commitment by participating on our Annual Institute Committee, becoming a Board Member and Chairing a Committee or becoming the next Chapter Officer. Volunteering can be as flexible as you need it to be coinciding with the amount of time you have available. The Chapter also recognizes how busy we all are therefore; most of our meetings are held before and after work hours and have conference call availability - allowing you to participate from your office or home. Whatever you decide, your level of participation will be personally and professionally rewarding. Committee participation will enhance your professional development, team building skills and increase your value to your employer. You will have an opportunity to network with colleagues, clients, and vendors as well as with local and national industry leaders - all of whom support HFMA.

Included in this mailing is a committee selection form for the upcoming chapter year of June 1, 2018 through May 31, 2019 along with a description of all committees available to current chapter members. Please take this opportunity to review the enclosed committee listing and sign up for one or more of the committees that you are interested in being involved with and return the form to me by **Monday, April 23, 2018.**

All forms should be scanned and sent by email to MDiFiglia@Northwell.edu or fax to (516) 876-5572 or mail to:
Mario Di Figlia, FHFMA
President Elect, Metropolitan New York Chapter
HFMA
PO Box 490
Plainview, NY 11803

You can also contact me at (516) 876-1386 or email me at the above referenced email.

Thank you for your time and consideration.

I am confident that our Chapter will have a tremendous year in 2018-2019 with your support and commitment!

Mario Di Figlia, FHMFA
President Elect, Metropolitan New York Chapter HFMA

NYS Sponsor License ID# 000337

HFMA Metro NY Chapter is approved as a New York State CPE Provider in the areas of specialized knowledge and applications. In accordance with the standards of the National Registry of CPE Sponsors, the total credits have been rounded down. CPE credits have been granted on a 50 minute hour.

Metropolitan New York Chapter, HFMA, HFMEF 2018-2019 Committee Descriptions

Educational Program Committee(s): These committees share overall responsibility for developing, planning, producing and presenting educational seminars (programs) to satisfy the professional education and development needs of Chapter members. The committee is open to all current Chapter members and is divided into the following specific topical committees:

- **The 60th Joseph A. Levi Annual Institute**
- **Finance/Reimbursement**
- **Internal Auditing & Corporate Compliance**
- **Medical Group Management**
- **Revenue Cycle**
- **Continuing Care/Home Care/Long Term Care**
- **Health Information Management/Utilization Management**
- **Managed Care**
- **Healthcare Technology (Management Information Systems)**

Central Registration Committee: This HFMA committee handles all registration functions stemming from Chapter educational activities, including: preparing listing of registrants and keeping the individual seminar committees informed of registration statistics, handling registration on the day of the program, and utilization of HFMA National back office system. This committee is open to all current members.

Certification Coaching Courses Committee: This HFMA committee has the responsibility for assisting Chapter members in the preparation for HFMA certification exam. The recently revamped examination tests for professional competence in many aspects of healthcare financial management. Passing the Certification exam demonstrates a member's comprehensive understanding of healthcare financial management. Committee members are required to possess current HFMA certification.

Community Outreach Committee: This HFMA committee's goal is to provide educational programs to the communities surrounding the organizations that HFMA services. Primarily this is accomplished through "HFMA Serves America"; a program aimed at educating senior citizens on the Medicare Program. This committee is open to all current Chapter members.

Public Relations Committee: This HFMA committee's goal is to promote the Chapter by providing information about our educational and social events to publications and organizations both locally and nationally. This committee is responsible for the weekly email communications to members. This committee is open to all current Chapter members.

Helen M. Yerger Special Recognition Awards Committee: This HFMA committee focuses on the identification of outstanding chapter performance, during the fiscal year, and to prepare and submit the appropriate documentation/application(s) to substantiate such performance in the specific categories of collaboration education, improvement, innovation, member communications, member service, and membership recruitment and retention. This committee is open to all current Chapter members.

Website- Webmaster and E-Mail Marketing: The Chapter's website is used to provide timely, up-to-date information about the Metro NY HFMA Chapter, including the chapter's leadership structure and upcoming educational and social programs. The HFMA Metro NY Chapter website supports a seamless system of service for HFMA's members and customers. The role of the website committee is to:

- Keep the content fresh- update regularly to encourage repeat visitors
- Review the site often and removed outdated or redundant information. To keep the site current for members to use as a continuous resource for their HFMA and Healthcare Finance needs.
- Keep educational and social program listings up-to-date by adding events as soon as dates are confirmed so members can save the dates; then add details as they become available.
- Create a process to ensure content is proofed for accuracy, readability and is in line with the National HFMA DCMS protocols.
- Ensure weekly email member communications regarding local Chapter and National events.

Newscast Committee: This HFMA committee is responsible for the publication and distribution of the Chapter magazine called Newscast. The primary objective of the magazine is to provide the membership with local and national educational information that will foster and increase their knowledge of specific topics in healthcare financial management. Committee members compose articles for publication, solicit articles from different sources, write columns, supply photographs for publication and more. Newscast is published electronically 4 times per year and the committee is open to all current Chapter members.

Special Events Program Committee: This HFMA committee is responsible for organizing the annual golf outing and developing other social events for the Chapter. This committee is open to all current Chapter members.

The 60th Joseph A. Levi Annual Educational Institute Committee: This HFMEF committee is responsible for developing, planning and coordinating all aspects of the Annual Institute, which is the Chapter's premiere educational event. All committee members are expected to participate in the development of this intensive one and one half day program. The Annual Institute will be held late February/early March of 2019 and encompasses topics of interest to middle and senior-level financial management, patient accounting, admitting, legal affairs, health information/utilization management, information systems, continuing and post-acute care, managed care, medical group management, finance, reimbursement and corporate compliance. This committee is open to all current Chapter members and requires a focused commitment.

**METROPOLITAN NY CHAPTER, HFMA & HFMEF
2018-2019 COMMITTEE SELECTION FORM
EMAIL SCANNED FORM TO: MDiFiglia@northwell.edu**

NAME: _____
TITLE: _____
EMPLOYER: _____
MAILING ADDRESS: _____
CITY/STATE/ZIP: _____
TELEPHONE NO.: _____
FAX NUMBER: _____
EMAIL ADDRESS: _____

Please check the Committee(s) you are interested in participating on:

Educational Program Committees

- _____ The 60th Joseph A. Levi Annual Educational Institute Committee
- _____ Continuing Care/Home Care/Long Term Care
- _____ Finance/Reimbursement
- _____ Health Information Management / Utilization Management
- _____ Internal Auditing & Corporate Compliance
- _____ Managed Care
- _____ Medical Group Management
- _____ Healthcare Technology (Management Information Systems)
- _____ Revenue Cycle

HFMA

- _____ Central Registration Committee
- _____ Certification Coaching Course Committee
- _____ Community Outreach Committee
- _____ Public Relations Committee
- _____ Helen M. Yerger Special Recognition Awards Committee
- _____ Website Webmaster and E-Mail Marketing
- _____ Newscast Committee
- _____ Special Events Program Committee

You may submit you completed form by email to mdifiglia@northwell.edu or by fax to: (516) 876-5572 or by mail to:

MARIO DI FIGLIA, FHFMA, PRESIDENT-ELECT
METROPOLITAN NY CHAPTER, HFMA
PO BOX 490
PLAINVIEW, NY 11803