



## Committee and Forum Overviews

Complete committee information can be found at the NJ Chapter website at <http://www.hfmanj.org/Chapter-committees.groups>

### **Auditing Committee (appointed Board committee)**

The Auditing Committee conducts an annual audit of the financial records of the Chapter and submits an audited report to the Board of Directors. The committee also ensures that the Chapter Treasurer files the necessary information to National for the completion of the 990 tax return.

### **CARE Forum (Compliance, Audit, Risk & Ethics)**

The CARE Forum assists the NJ health care provider community in developing and implementing best practice models for their compliance, ethics and governance programs. The forum promotes awareness of compliance, ethics and governance through monthly meetings, informative education sessions, and expanding networking opportunities that allow for open discussions for all providers along the continuum of care on today's issues in the ever changing healthcare environment.

### **Communications Committee**

The Communications Committee develops and publishes a timely, informative Chapter newsmagazine, the *Garden State Focus*, four times a year through the solicitation of articles from the membership, committees, and non-Chapter sources. This includes information regarding Chapter and National activities in order to keep the membership informed. In addition, the committee manages the Chapter website.

### **Education/Certification Committee**

The Education Committee strives to provide high quality, timely educational programs on topics of interest to the healthcare industry in NJ which are geared towards all levels of experience. In addition, the committee assists members in achieving their education objectives and meeting the education hour-per-member goals set by HFMA National. Partnering with other healthcare organizations to provide quality education programs is an additional focus for the committee. The committee coordinates activities and planning with the Board level Program Chair.

The Education Committee is also responsible for increasing members' awareness of the HFMA certification process. In addition, the committee assists members in achieving their certification goals through certification seminars and providing study materials to interested participants.

### **FACT Forum (Finance, Accounting, Capital and Taxes)**

The FACT Forum provides a venue for discussion of current issues impacting health care finance, accounting, capital and taxes. In addition, the forum plans and presents the June Chapter quarterly program with respect to current issues that impact health care finance, accounting, capital and taxes. FACT also serves as a Chapter resource should new accounting and/or regulatory issues arise that impact health care finance, accounting, capital and taxes.

### **Institute Committee**

The main focus of the Institute Committee is to plan, organize and implement the Annual Institute, which is designed to educate and enhance the professional knowledge of the membership. The objective is to target subject matter to the most pressing issues in the industry and work with the Membership Services and Networking Committee to maximize membership and vendor attendance. Coordination with the Education Committee and the Program Chair is also key.

### **Payer and Provider Collaboration Committee**

The focus of this committee is to create a constructive, open venue for honest discussions of relevant managed care issues, at a high level, thereby giving both providers and payers an opportunity to more fully understand the issues at hand, as well as each others' perspective and ultimately collaborate in finding and implementing meaningful solutions.

### **Membership Services & Networking Committee**

The Membership Services and Networking Committee is responsible for the growth and retention of the membership of the New Jersey chapter of HFMA. The committee consistently evaluates membership needs and facilitates solutions to deliver exceptional value to our members. In addition, the committee provides various networking opportunities focused on teamwork, collaboration and knowledge sharing among our members.



**Nominating Committee (appointed Board committee)**

The Nominating Committee nominates candidates from qualified members of the Chapter for the elective positions of Officers and Directors. In addition, the committee periodically nominates qualified Chapter members for National and regional positions.

**Patient Access Services Forum**

The Patient Access Services Forum provides a venue for members of the Patient Access community of HFMA to discuss patient issues, share ideas and develop best practices as the first point of contact for the Revenue Cycle processes. This forum works closely with the Patient Financial Services, Managed Care and Regulatory & Reimbursement Forums to discuss issues of mutual concern to ensure positive revenue flow. In addition, it brings issues and topics to the NJ HFMA membership and Board for further discussion, anticipated support and action in order to assist in achieving an overall healthcare financial management team approach.

**Patient Financial Services Forum**

The Patient Financial Services Forum promotes the Patient Financial Services profession and increases awareness of its contributions to the financial success of hospitals. The forum also encourages information sharing including meeting notices, agendas and minutes to provider-based Patient Financial Services Directors, or those with comparable responsibilities/titles, that are active NJ HFMA Chapter members. The forum functions as watchdog for managed care issues, including billing trends and contract compliance and provides an active forum to discuss broad Patient Account Management issues. Activities are coordinated with the NJ Chapter of AAHAM.

**Physician Practice Issues Forum**

The Physician Practice Issues Forum addresses physician practice issues (operational, finance, strategic, compliance, etc.). The group also discusses the other aspects of health care innovation - collaborations amongst hospitals and physicians, payers and providers, ACOs, population health, etc.

**Policies & Procedures Committee (appointed)**

The Policies & Procedures Committee periodically reviews policies and procedures currently in place for the NJ Chapter and makes recommendations to the Board for updates. As new situations arise, this committee ensures that the Chapter is in compliance with National and supports the Board to effect change.

**Regulatory and Reimbursement Forum**

The Regulatory & Reimbursement Forum represents the hospital/healthcare financial community and addresses issues through timely, interactive discussion and with proposals of legislation and regulatory changes that impact providers. In addition, the Forum consults with legislators, insurance payers, and others in order to resolve reimbursement issues. R&R also supports the publication of Chapter legislative comments and other newsworthy reimbursement information through the Chapter's publication, the *Garden State Focus*, and the National *HFM* magazine.

**Revenue Integrity Committee**

The Revenue Integrity Committee is a forum for networking and information sharing regarding issues that are not discussed in detail at any other forums, for example, implementing charge reconciliation processes. This committee is dedicated to gaining an understanding of the multitude of governmental regulations and how to operationalize them to ensure accurate and compliant charge capture.

**Scholarship Committee (appointed Board committee)**

The Scholarship Committee seeks to encourage professional development and enhance the educational opportunities of Chapter members and their families by providing financial scholarships.

**Sponsorship Committee**

The Sponsorship Committee seeks to develop and manage the chapter's overall strategy regarding sponsorship. The committee shall identify ways to recognize and provide value to current sponsors, while also finding new ways of attracting additional sponsors. In addition, the committee shall collaborate with other committees within the chapter who are developing events that require sponsorship.

**Strategic Planning Committee (appointed Board committee)**

The Strategic Planning Committee annually publishes the multi-year *Strategic Plan for Service Quality and Growth*. In addition the committee annually reviews the *Chapter Mission and Value Statement*.