



More With Less, Second Edition: Best Practices for HIM Directors

HCPPro, Rose T. Dunn RHIA MBA CPA FACHE FHFMA

Download now

[Click here](#) if your download doesn't start automatically

More With Less, Second Edition: Best Practices for HIM Directors

HCPPro, Rose T. Dunn RHIA MBA CPA FACHE FHFMA

More With Less, Second Edition: Best Practices for HIM Directors HCPPro, Rose T. Dunn RHIA MBA CPA FACHE FHFMA

The benefits have just increased...introducing more ideas for your operational improvement plans!

Insufficient staff, limited financial resources, not enough hours in the day these are just a few of the challenges that affect an HIM directors job. Every day, they are pushed to the limit and strive to achieve more with less.

Hire an on-site consultant for a fraction of the cost

Author **Rose T. Dunn, RHIA, CPA, FACHE, FHFMA**, is back with an updated version of her must-have resource. HCPPro is pleased to introduce *More With Less, Second Edition: Best Practices for HIM Directors*.

This book

- explains how to assess your current operations
- shows you how to evaluate processes in your department
- helps you identify which areas to streamline

Improve processes in day-to-day operations

***More With Less* has been updated to address specific topics, such as voice recognition, scanning, transcription production, and duplicate numbers. We've also included several new bonus tools throughout the book. The strategies are suitable in every acute-care setting, whether you're in a large city hospital or a small rural one.**

Learn how your peers tackle everyday functions

HIM directors, managers, and supervisors will find easy-to-understand and creative best practice solutions for common HIM functions, as well as unique, alternative solutions to everyday management questions such as:

- **How much work should an average transcriptionist should be able to produce?** Good news: You can determine productivity averages within individual work settings and this book shows you how!

- **How can we retain records?** Assess the value of the space that record archives consume against the basic cost of that space. This book presents several options to consider.
- **What are the pros and cons of an electronic health record?** Learn how to cope when extra files such as pre-op H&Ps and lab reports derail plans for a paperless record.
- **What are some alternatives to transcription?** Although many organizations have a shortage of qualified transcription staff, several approaches including speech recognition technology, PDA and templating, and electronic records can help alleviate the problem. This book explains each of these approaches operational improvement plans!
- **How can I ensure that coders receive a complete medical record?** One option to help eliminate assembly is to implement universal chart order. This book breaks down the required steps to involve patient care and medical staffs.
- **How can I eliminate duplicate medical record numbers?** Every healthcare organization has experienced this dilemma at one time or another. Unfortunately, duplicate numbers interfere with patient care. Learn why duplicate numbers occur and how to deal with them.
- **What do coders want?** What are coders' top work desires, according to past surveys? You'd be surprised to know that they include space, recognition, and quiet with money ranking last!

***More With Less, Second Edition* offers real-life management advice you need to evaluate and identify ways to streamline processes while maintaining your department's integrity and commitment to excellence. HIM directors can't afford not to have this book on their desk.**

Check out the Table of Contents

- Chapter 1: When to perform an assessment
- Chapter 2: The patient record
- Chapter 3: Folderization, assembly, and analysis
- Chapter 4: Coding
- Chapter 5: Incomplete medical records
- Chapter 6: Transcription
- Chapter 7: Duplicate numbers
- Chapter 8: Emerging issues and other challenges

 [Download More With Less, Second Edition: Best Practices for ...pdf](#)

 [Read Online More With Less, Second Edition: Best Practices f ...pdf](#)

Download and Read Free Online More With Less, Second Edition: Best Practices for HIM Directors HCPro, Rose T. Dunn RHIA MBA CPA FACHE FHFMA

From reader reviews:

Trevor Wright:

The reserve untitled More With Less, Second Edition: Best Practices for HIM Directors is the book that recommended to you to see. You can see the quality of the guide content that will be shown to a person. The language that creator use to explained their way of doing something is easily to understand. The article author was did a lot of analysis when write the book, hence the information that they share for you is absolutely accurate. You also will get the e-book of More With Less, Second Edition: Best Practices for HIM Directors from the publisher to make you more enjoy free time.

Joseph Lewis:

Reading a book to be new life style in this 12 months; every people loves to go through a book. When you study a book you can get a wide range of benefit. When you read publications, you can improve your knowledge, due to the fact book has a lot of information in it. The information that you will get depend on what types of book that you have read. If you want to get information about your review, you can read education books, but if you want to entertain yourself read a fiction books, this sort of us novel, comics, in addition to soon. The More With Less, Second Edition: Best Practices for HIM Directors offer you a new experience in reading through a book.

Shirley Morales:

Many people spending their time by playing outside with friends, fun activity with family or just watching TV all day long. You can have new activity to spend your whole day by looking at a book. Ugh, think reading a book can actually hard because you have to bring the book everywhere? It all right you can have the e-book, getting everywhere you want in your Cell phone. Like More With Less, Second Edition: Best Practices for HIM Directors which is keeping the e-book version. So , try out this book? Let's notice.

Nathan Hutchison:

Reserve is one of source of know-how. We can add our know-how from it. Not only for students but in addition native or citizen require book to know the up-date information of year in order to year. As we know those guides have many advantages. Beside we all add our knowledge, also can bring us to around the world. From the book More With Less, Second Edition: Best Practices for HIM Directors we can consider more advantage. Don't you to definitely be creative people? To be creative person must love to read a book. Just simply choose the best book that appropriate with your aim. Don't end up being doubt to change your life with that book More With Less, Second Edition: Best Practices for HIM Directors. You can more inviting than now.

Download and Read Online More With Less, Second Edition: Best Practices for HIM Directors HCPro, Rose T. Dunn RHIA MBA CPA FACHE FHFMA #Q0DYW9VI2BR

Read More With Less, Second Edition: Best Practices for HIM Directors by HCPro, Rose T. Dunn RHIA MBA CPA FACHE FHFMA for online ebook

More With Less, Second Edition: Best Practices for HIM Directors by HCPro, Rose T. Dunn RHIA MBA CPA FACHE FHFMA Free PDF d0wnl0ad, audio books, books to read, good books to read, cheap books, good books, online books, books online, book reviews epub, read books online, books to read online, online library, greatbooks to read, PDF best books to read, top books to read More With Less, Second Edition: Best Practices for HIM Directors by HCPro, Rose T. Dunn RHIA MBA CPA FACHE FHFMA books to read online.

Online More With Less, Second Edition: Best Practices for HIM Directors by HCPro, Rose T. Dunn RHIA MBA CPA FACHE FHFMA ebook PDF download

More With Less, Second Edition: Best Practices for HIM Directors by HCPro, Rose T. Dunn RHIA MBA CPA FACHE FHFMA Doc

More With Less, Second Edition: Best Practices for HIM Directors by HCPro, Rose T. Dunn RHIA MBA CPA FACHE FHFMA Mobipocket

More With Less, Second Edition: Best Practices for HIM Directors by HCPro, Rose T. Dunn RHIA MBA CPA FACHE FHFMA EPub