

EXPERIENCE

Senior Instructor, Department of Informatics and Engineering Systems, University of South Carolina-Upstate, Spartanburg, SC. August 2020-Current

- Teaches (online)
- Serves(ed) on University-wide Committees, including Faculty Welfare, Academic Affairs, Faculty Excellence, and General Education
- Serves on the IES Department's Graduate Committee
- Serves as the Health Informatics Program Assessment Coordinator
- Student Advisor

Instructor, Department of Informatics and Engineering Systems, University of South Carolina-Upstate, Spartanburg, SC. August 2014- August 2020

Palmetto College Coordinator, USC Upstate, Department of Informatics, Spartanburg, SC. August 2016-Current

CAHIIM Peer Reviewer for Health Information Management, Chicago, IL. March 2017-Current

HIM Program, Senior Evaluator- Part Time, Western Governors University, Salt Lake City, UT. June 2013-August 2022.

HIT Program Part Time Instructor, Central Piedmont Community College, Charlotte, NC. August 2010- May 2016.

DIRECTOR, HEALTH INFORMATION SERVICES, Cleveland County Healthcare System (CCHS), Shelby, N.C. June 2002-August 2014

- Management of Health Information Management (Transcription, Coding, Medical Record Analysis/Performance Improvement, Health Information Services Compliance, and Chart Analysis) for two acute care facilities within CCHS with a total of 42 FTEs.
- Assistance with the Joint Commission accreditation process and licensing agencies
- Assistance with the implementation/maintenance of the electronic health record
- Responsible for departmental budget of \$2.9 million.
- Serving on various hospital committees/task forces

- Consulting with Long Term Care Facility

DIRECTOR, HEALTH INFORMATION SERVICES, CarolinaEast Medical Center, New Bern, N.C. November 1999- May 2002

- Management of Health Information Management (Transcription, Coding, Medical Record Analysis/Performance Improvement, Health Information Services Compliance, and Chart Analysis)
- Assisted with JCAHO Accreditation Process and licensing agencies
- Assisted with the ongoing implementation of a computerized medical record
- Assisted with APC Implementation
- Assisted with HIPAA Implementation
- Responsible for Departmental Budget
- Served on various hospital committees

DIRECTOR, MEDICAL INFORMATION SERVICES, Self Regional Healthcare, Greenwood, S.C. 1997-1999

- Managed Medical Transcription, Risk Management, Medical Staff Services, Inpatient & Outpatient Coding, Performance Improvement, Cancer Registry, and Health Information Management, Microfilm
- Assisted with JCAHO Accreditation Process and other accrediting or licensing agencies
- Was responsible for Departmental Budget
- Assisted with educational inservices hospitalwide
- Served on various hospital committees

PERFORMANCE IMPROVEMENT COORDINATOR, Self Regional Healthcare, Greenwood, S.C. 1989-1997

- Coordinated Medical Staff Performance Improvement Measurement Activities
- Contact Person for Performance Measurement Data
- Assisted with Peer Review Studies and Activities
- Supervised Risk Management and Data Analysis
- Coordinated Hospitalwide Performance Improvement Activities
- Provided Performance Improvement Educational Inservices
- Served on Hospital Committees/Task Forces

DIRECTOR OF HEALTH INFORMATION SERVICES, Harris Psychiatric Hospital, Anderson, S.C. 1985-1989

- Managed Word Processing/Medical Transcription Services, Secretarial Assistance for Treatment Teams, and Health Information Services including Utilization Management

- Assisted Medical Staff with Performance Improvement Activities
- Assisted with state and federal review agencies for certification/licensing
- Assisted with Medical Staff and Allied Health Professional Credentialing
- Assisted with the Start Up of New Facility

TUMOR REGISTRAR, Anderson Area Medical Center, Anderson, S.C. 1983-1985

- Developed Policies and Procedures
- Developed Cancer Program Annual Reports
- Assisted with Survey Processes/Accreditation
- Assisted with State Cancer Clinic Functions
- Abstracted Records for Statistical Analysis

QUALITY ASSURANCE COORDINATOR, Anderson Area Medical Center, Anderson, S.C. 1982-1983

- Abstracted Data for National Statistical Base

ASSOCIATE MEDICAL RECORD ADMINISTRATOR, The Regional Medical Center, Orangeburg, S.C. 1977-1981

- Managed Tumor Registry
- Assisted with Management of Health Information Services
- Coordinated Medical Staff Performance Improvement Processes
- Assisted with Accrediting and Licensing Surveys
- Involved in Relocation of Facility to a New Site

CONSULTANT, Orangeburg, S.C. 1980-1982

Orangeburg Nursing Home

The Methodist Nursing Home

- Provided Assistance with Medical Record Requirements

EDUCATION/AFFILIATIONS

- Doctorate in Health Administration, University of Phoenix - 2015
- Masters, Health Services Administration, Medical University of South Carolina- 1989
- Bachelor of Science, Health Information Management, Medical University of South Carolina- 1977

1977- Current: American Health Information Management Association

- Quality Assurance Section Member, 1989-1999
- Mental Health Section Member, 1986-1989

- Delegate; National Convention, 1983

1989-Current: National Association of Healthcare Quality

- Member

2014-Current: Health Information and Management Systems Society

2014-Current: South Carolina Health Information and Management Systems Society

- Member
- Newsletter/Communications, 2016-2017
- Advocacy Committee Member 2019-2021

2016-Current: South Carolina Health Information Management Association

- Member
- Delegate, SCHIMA, 2018-2020
- Secretary, SCHIMA, 2020-2021
- President-Elect, SCHIMA, 2021-2022
- President, SCHIMA, 2022-2023
- Past President, SCHIMA, 2023-2024

2000-2015: North Carolina Health Information Management Association

- Secretary, NCHIMA-Western Foothills Region, 2014-2015
- Secretary-Elect, NCHIMA-Western Foothills Region, 2013-2014
- Coordinator, NCHIMA-Western Foothills Region, 2011-2012
- Delegate, NCHIMA, 2009-2011
- Coordinator-Elect, NCHIMA-Western Foothills Region, 2010-2011
- Secretary, NCHIMA-Western Foothills Region, 2008-2010
- Secretary, NCHIMA, 2007-2009
- Regional Liaison, NCHIMA, 2006-2007
- Coordinator, NCHIMA-Western Foothills Region, 2005-2006
- Coordinator-Elect, NCHIMA-Western Foothills Region, 2004-2005

1977-1999 South Carolina Health Information Management Association

- Secretary, 1991-1992
- Chairman; Nominating Committee, 1988-1989
- Chairman; Bylaw Committee, 1986-1987
- Chairman; Membership Committee, 1985-1986

- Past President, 1984-1985
- President, 1983-1984
- President Elect, 1982-1983
- Secretary, 1981-1982

1994-1999 South Carolina Health Alliance; Society of Quality & Resource Management

- Newsletter Editor, 1997-1999

Other

- 2014-Current: Health Information Administration Program Advisory Committee, USC Upstate
- 2015-Current: Health Information Technology Program Advisory Committee, GTC
- 2007-2016 Health Information Technology Program Advisory Committee, CPCC
- 2008-2014 Health Information Technology Program Advisory Committee, MTCC
- 2000-2001 Health Information Management Program Advisory Committee, ECU
- 2000-2001 Health Information Technology Program Advisory Committee, PCC
- 1993-1999 South Carolina Quality Information Management Task Force
- 1986-1993 Health Information Management Program Advisory Committee, MUSC
- 1992-1993 American Society of Quality Control
- 1983-1985 National Tumor Registry Association
- 1983-1985 Anderson Hospital Association
- 1985-1987 Anderson County Mental Health Association
- 1983-1985 South Carolina Association of Tumor Registrars
- 1985-1986 Alumni Student Contact Service Volunteer
- 1994-1998 Alumni Student Contact Service Volunteer
- 1983-1983 Greenville Technical College Advisory Committee for the Medical Record Technical Program
- 1985-1987 South Carolina Health Alliance, Society of Medical Record Directors

COMMUNITY

Community activities involved Relay for Life, Habitat for Humanity, and Anderson City Planning & Zoning Commission. Plantation Pointe HOA (Secretary, 2016-2020), HOSA Judge (South Carolina) 2021

RECOGNITIONS

Nominated for 2016-2017, 2018-2019, 2019-2020, 2021-2022, 2022-2023, 2023-2024 USC Upstate, Student Affairs, Excellence Award in Teaching and Advising.

Distinguished Services Award: SCHIMA 2020

Distinguished Services Award: SCHIMA 2023