

## University of Minnesota

The University of MN Physicians announces a full-time position opening on October 12, 2009 for an HIM Operations Manager. This position will be located on the U of MN East Bank Campus.

### **Qualifications:**

Bachelor's degree in Health Information Administration, Health Care, Business Administration or related degree. In lieu of a degree, seven (7) years of related experience with certification as a RHIA or RHIT. Additionally, five (5) years of health care experience in HIM plus knowledge and experience in information privacy, laws, access, and release of information is required.

As the HIM Operations Manager, this position is primarily responsible for management and supervision of HIM staff including Coordinators and EMR Specialists. This position will manage organizational-wide HIM functions and practices including privacy, documentation, scanning and handling of patient information for all owned and managed clinics and related departments. This Manager will develop internal HIM department efficiencies, job knowledge, and job related training materials.

You can find more information on the MHIMA Job Bank at [www.mnhima.org](http://www.mnhima.org).

Applications are online at [www.umphysicians.com](http://www.umphysicians.com) under "Careers"