



**INSIDE
THIS
ISSUE:**

ASHHRA Board 2

Salary Survey Results 2

Revised 19 Form 3

Workplace Safety 3

Corporate Spotlight 4

ASHHRA National Conference 4

Job Postings, 5

ICD-10

VaSHHRA Executive Committee 5

President's Perspective



Spring is finally here! I woke up this morning to birds chirping and sun shining. Flowers and bulbs are starting to come up and there are blossoms on the trees. What a wonderful time of year it is!

VaSHHRA's Spring Conference "*Riding the Waves of Change*" was held March 14-15 at the Omni Hotel in Charlottesville. The conference provided 9.25 HRCI CEUs. Based on the feedback from those who attended, this was one of the best conferences we've had. Below is a brief summary of the speakers.

*Roger King—Reviewed recent developments from the NLRB, DOL, and EEOC.

*Harry K. Jones—Presented on integrating research, development, and theories into a simple, easy to follow formula for success. Harry focused on such things as the importance of creating and communicating a mission; how to establish a strong foundation on beliefs and value; characteristics of an effective organizational culture; organizational align-

ment; achieving the accountability edge; the power of 'peopleopoly'; recognizing your circles of destiny; how to develop and utilize an action grid; how to build an empowered team; and balancing your service triangle.

*Page Gravely-Provided a brief overview of the ADA, FMLA and Workers Compensation requirements. He discussed key compliance issues and provided some practical tips on ways to coordinate the issues.

*JoNeil Smith-Provided a wonderful presentation explaining the core concepts about the financial management of hospitals and healthcare. JoNeil used a combination of the presentation, handouts and a fictitious patient to explain how little missed opportunities can cost your organization big dollars.

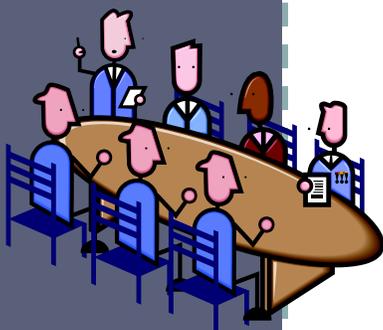
*Susan Maley Rush-presented a thorough update on what employers and their employees can expect as a result of the newly passed Affordable Care Act regulations impacting employers. The presentation provided insight into compliance issues and timelines, the mechanics behind benefits and coverage through exchanges coordination of health plans and so much more.

*Gay Casey-presented information on how to identify opportunities, including cost reduction and care coordination. She talked about domestic utilization with health plan design and its legal/financial implications, as well as the intricacies of employee engagement. She concluded her presentation by discussing internally managed care coordination programs.

As a reminder, VaSHHRA will not be having a Fall Conference this year due to the ASHHRA National Conference being held in Washington DC. in late September. I'd like to take this opportunity to encourage all VaSHHRA members to try to attend. For additional information about this year's national ASHHRA conference please visit the ASHHRA website (www.ashhra.org).

I hope that each of you has a wonderful summer and that you get outside to enjoy the beautiful weather.

Terri E. Stevens, MBA, PHR



ASHHRA provides a wide variety of tools, services, and educational opportunities for Human Resource professionals.

“Results are coming soon ! Use the report to ensure you have the most current healthcare specific compensation data available when making budget decisions.”

Do You Know Your 2013 ASHHRA Board of Directors?

2013 ASHHRA BOARD

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Irma Pye

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Todd Marefka

Secretary
Stephanie Drake

For more information about ASHHRA and the services it provides, visit www.ashhra.org.

VaSHHRA is an independent Chapter of ASHHRA.

2013 VaSHHRA Salary Survey



IMPORTANT NOTE: The deadline for participating in this year’s survey was extended to April 29th.

Use the 2013 VaSHHRA Salary Survey to benchmark key healthcare positions in the market to see how your organization is compensating employees compared to other healthcare organizations throughout Virginia.

The survey provides information about approximately 145 jobs including nursing, pharmacy, support services, clinical management, clerical and administrative, business/non-clinical management, executive positions, allied health and maintenance/security.

The published report will be available at a cost of \$250 for participant members, \$625 for non-participants members and \$725 for non-participant/non-members.

If you have questions about the 2013 VaSHHRA Salary Survey, please contact Terri Stevens at (540) 983-4054 or via email at TEStevens@carilionclinic.org.

Revised I-9 Form Now Available

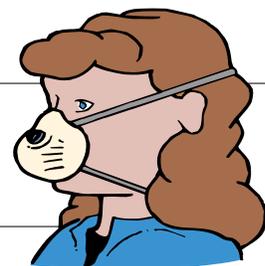
We've been using them for years, since 1986 to be exact, but the I-9 form recently underwent a major facelift and now the U.S. Citizenship and Immigration Services (USCIS) is requiring employers to begin using the new form. With a twelve fold increase in the number of employers being audited by the USCIS in just the past five years, compliance with the requirement to verify a new employee's identify and work eligibility and to maintain those forms on file is a critical part of the HR function. Employers have until May 7, 2013, to transition to the new form but it is available for use now and it is strongly advised that HR departments begin using the new form now. The new form has a "Rev.03/08/13N notation in the bottom left hand corner. The USCIS says the new form is "designed to minimize errors in form completion."

So what's new? Fields have been added requiring the employee to provide their telephone number, email address and if providing a foreign passport as proof of identity, information from the passport. The layout of the form has been revised which has resulted in a expansion from one to two pages, not including the forms instructions and the List of Acceptable Documents. In addition, the form's instructions have been clarified.

It isn't necessary to have current employee's complete a new form unless it is time to verify the information on the form—in that case, the new form must be used.

A Spanish version of the form is also available for references purposes but it cannot be used as the "official" form for retention. All I9 forms must be completed in English.

How Safe Is Your Workplace?



OSHA recently released their Top 10 for 2012—the ten most frequently cited workplace safety violations during 2012. As with many other regulatory agencies, OSHA has increased the number of investigators that visit workplaces to monitor safety.

In healthcare, injuries from improper lifting/transfer of equipment or patients make up a large portion of workers comp claims—not only in terms of numbers but dollars as well.

But the number 4 position on this year's Top Ten might surprise many healthcare HR professionals: Respiratory Protection.

OSHA found that many organizations have no written respiratory protection program, poor fit testing procedures, an unsuitable respirator selection process, and a lack of procedures for voluntary use of respirators. Given the serious nature of airborne illnesses that may exist in the healthcare setting, a robust respirator program is essential in protecting our workforce.

So about this time you're saying, "That's interesting but it doesn't really impact me or my job. We have an employee health or occupational health department or safety committee that is responsible for worker safety and fit testing."

But remember this. . .ensuring that the workplace is free from hazards is a key

role in strategic Human Resource management. Whether you have specific responsibility for workers compensation or not, HR's involvement in creating, monitoring and ensuring a safe workplace environment exists cannot be understated.

Given this release of information from OSHA and the increased investigatory scrutiny that is possible, talk to the individual who is responsible at your organization for fit testing protocols and make sure they are current and up to date. You know what they say, "an ounce of prevention is worth a pound (or dollar) of cure (or fine)."

Each issue the VaSHHRA Voice will highlight one of our corporate partners. The series is intended to inform you of the services offered by our business partners and the potential value they can add to your organization. Their continued support of VaSHHRA enables us to provide our members with robust conferences and professional development opportunities. This issue we turn our focus to Aetna.

aetnaSM

**Your commitment to caring
makes us all stronger.**

Aetna is proud to support the Virginia Society for Healthcare Human Resources Administration Spring Conference 2013.



STRENGTH THROUGH INCLUSION

. . . A GREAT PROFESSIONAL DEVELOPMENT OPPORTUNITY

The ASHHRA annual conference is being held close to home this year! Washington DC will be the setting for the 49th Annual Conference September 28-October 1 2013. Log on to www.ashhra.org for more information about the conference. Virginia and Maryland will serve as co-hosts for the conference and our own Lee Byrd will co-chair the sponsoring committee. The conference will be held at the Washington Marriott Wardman Park Hotel.

Job Postings! ICD-10 Lists!



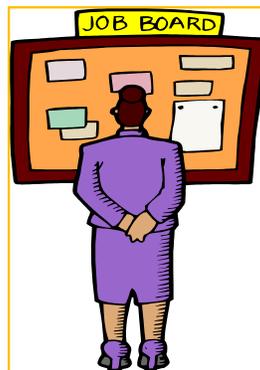
HR JOB POSTINGS

Have openings in your HR department?
Want to target a group of professionals
with experience in the healthcare field?
Have a limited recruitment budget?

Have we got a deal for you! The "HR
Job Postings" page is a free service for
VaSHHRA regular members, allowing
them to post HR employment opportu-
nities for their facilities on-line.

Job postings are reviewed and then
posted. The postings remain active for
30 days before being removed.

Please take a moment to check out the
VaSHHRA job posting page online at
www.vashhra.org.



ICD-10 CHECKLISTS

CMS releases ICD-10 Checklists and
Timelines. . . .

CMS has released new checklists and
timelines for small and medium provider
practices large provider practices, small
hospitals, and payers.

Visit:

[www.cms.gov/Medicare/Coding/ICD10/
ICD10ImplementationTimeline.html](http://www.cms.gov/Medicare/Coding/ICD10/ICD10ImplementationTimeline.html)

Your 2013 Executive Committee

Officers

President: Terri Stevens

Past President: Lee Byrd

President-Elect: Katy Reeves

Vice President: Kathy Kagarise

Treasurer: Amy Spalek

Secretary: Jeanne Clark

Committee Chairs

Advocacy: Lee Byrd

Bi-Laws: Kim Daniel

Business Partner Liaisons: Re-
na Wray, Michael Cooley

Chapter Awards: Kathy Kagarise

Community Outreach: Cyndi Der-
ricott

Labor /Relations: Kim Daniel, Lisa
Friday

Legislative: Kim Daniel Lisa Friday,

Membership: Kathy Kagarise

Newsletter: Katy Reeves

Program: Kathy Kagarise

Scholarship: Cathy Dancy

Social Media: Heidi Salway

Salary Survey: Terri Stevens

Website: Terri Stevens

Regional Representatives

Blue Ridge/NOVA: Debbie Baker,
Susan Edwards,

Central Virginia: Emily Endert

Roanoke/SW: Jeanne Clark