



hfma™ show me of missouri chapter
healthcare financial management association

Tips on Becoming A Leader

By Louis Bonaventure

When you are at work, do you get frustrated because things don't seem to be happening the way they're supposed to be? You see people milling around but nothing gets accomplished.

And in the daily hustle and bustle, do you feel that your goals remain just that - goals? Then maybe its time for you to take control and do something about it.

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making connections



President's Message By Shelly Hunter, FHFMA, MBA

Dear Show Me of Missouri Members:

The overall theme of Barack Obama's Presidential Campaign was "Change". As we begin this time of change in our country and in our industry, good leaders become imperative to success. Good leaders can motivate through change and eliminate the fear inherent in transformation.

There are numerous resources available, however many of them are trendy fads or buzzwords and sometimes the best wisdom can be gained from the old classics. One of the best books I have read, I read early in my career and find the advice holds true today. [The 7 Habits of Highly Effective People](#), by Stephen Covey encompasses all the traits that make a

leader successful in any industry. The concepts of "win-win", being pro-active, prioritizing tasks and understanding the other perspective, define a good leader. Leaders are not always those in positions of authority, but they are the ones that make a difference in their environment.

As we begin this new year, in this challenging time, I encourage you to continue to enhance your leadership skills and stay focused on your vision. To quote Stephen Covey, "real change comes from the inside-out".

Have a great Winter.
Respectfully,

Shelly Hunter, MBA, FHFMA
President Show- Me of Missouri Chapter

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Letter from the Editor

With the calendar year ending, there are many deadlines to meet. These may include processing W-2 forms, 1099 Misc forms and fiscal year-end just to name a few. I can get overwhelmed in a hurry with all that needs to be accomplished. When I start feeling the stress of all the deadlines, I rely on my co-workers to work with me to brave the storm. That is why I chose an article about leadership for the featured article this month. I sometimes need a reminder that there are skills that we all have that can be used to accomplish great things, even during tough times.

Another way to gain skills to face the challenges that healthcare throws our way is by attending the great educational programs offered by HFMA. On page 4, there is a summary of the 2009 Annual Joint Spring Conference that will be held May 13 through May 15 at the St. Charles Convention Center in St. Charles Missouri. We look forward to seeing you there!

Regards,

Deana Thomas



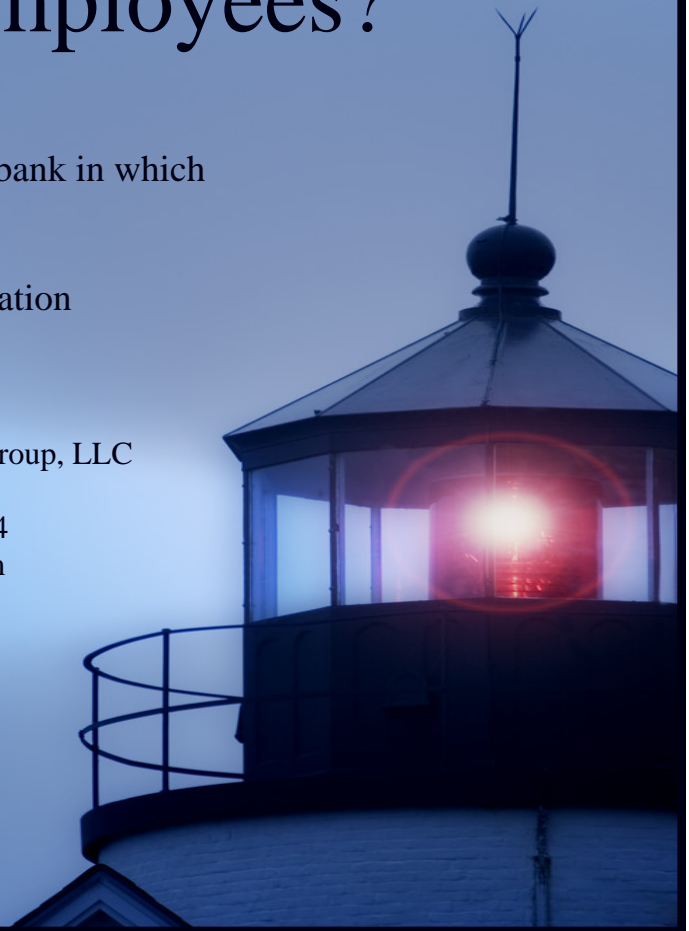
Searching For Employees?

The Show-Me of Missouri chapter offers a job bank in which employers can advertise their open positions.

To place a Job Bank Listing or for more information
Contact:

Deana Thomas
Lake Regional Health System
54 Hospital Drive
Osage Beach MO 65065
dthomas@lakeregional.com

Kyle Lee
Financial Resource Group, LLC
6048 Black Oak
Springfield MO 65804
kylewlee@mchsi.com



UPCOMING EVENTS

2009 Annual Joint Spring Conference May 13—15, 2009

2009 Annual Joint Spring Conference with Greater St. Louis Chapter will be held May 13-15 at the St. Charles Convention Center. We have a terrific line up of speakers including:

- Bryan Flanagan, from The Flanagan Group, a motivational speaker that will present two sessions Wednesday - “Are You Worth Following?” and “I Like Progress, but Change is Killing Me.” You will laugh while you learn!
- Wednesday evening there will be a welcoming reception along with a Wii bowling tournament and the vendor booths will be set up so you can start visiting with the vendors.
- Thursday morning Angela Morelock will present “Protect Your Organization from Fraud & Embezzlement – Stories from the Trenches.” Angela is with the Forensic division of BKD. We will run concurrent tracks for second morning session, Planning for Results: Health IT/Electronic Records Strategy will be presented by Phil Stravers, CEO, ICE Technologies and Jack Bastable from CBIZ will discuss the Next Generation of Health & Welfare Plans: Value-Based Health Strategies.
- Chapter awards and installation of officers will be done Thursday at lunch.
- Jay Umansky, Attorney will discuss Worker’s Comp and Liability Claims while Mike Nichols with McGladrey discusses issues concerning the Medicare Cost Report from Mike Nichols.
- The final session on Thursday will be Square Pegs in Round Holes – How Management Varies Between Physician Practices and Hospitals presented by Jerrie Weith, FHFMA, Anders Minkler & Deihl, LLC and Karen S. Schechter, Stone Carlie & Company LLC.
- Thursday evening a reception and dinner will be provided along with transportation to a few of St. Charles hot spots.
- The conference will wrap-up on Friday with a Medicaid Update from Roger Weis, MO HealthNet and a Medicare Update from Aileen Sigler with Wisconsin Physicians Service.

To view the entire program brochure or any of the speaker bios please visit the Show-Me Chapter website.

www.hfmashowme.org

Hope to see everyone there!!



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Enhance your career potential by becoming a Certified Healthcare Financial Professional (CHFP). HFMA's certification program provides you an opportunity to earn this designation when you meet the following requirements:

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- Successfully complete the HFMA Core certification exam and one of the specialty exams - Accounting and Finance, Patient Financial Services, Financial Management of Physician Practices, or Managed Care
- Obtain a reference from an elected HFMA chapter office and your CEO or supervisor

All active members are eligible to take the certification exams. Once you meet the requirements for becoming a CHFP, submit a CHFP application to HFMA National within 24 months of successfully completing the first exam, with a one-time fee. You will then receive a certificate through your chapter that you can proudly display and will be entitled to use the CHFP designation after your name.

The Show-Me chapter supports your efforts in becoming HFMA certified. The Chapter has study guides that can be used by any member of the chapter. They can be checked out for one month at a time. The Chapter will reimburse 100% of the exam fees charged by National HFMA to take the certification exams, upon successful completion of the exams.

For more information about the HFMA certification program or resources available locally, please contact Janice Janssen at Janssenj@health.missouri.edu or 573-882-8010.

Don't forget to check out
www.hfmashowme.org
For chapter updates
and information



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Welcome New Show Me of Missouri Chapter Members!

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Most people are content just to stand around waiting for orders to be thrown at them. And it isn't unusual to adopt a "follow-the-leader" mentality. But maybe, somewhere inside of you, you have the desire to make things happen - to be the head, not the tail. Then maybe leadership is where you need to be.

Some people believe that great leaders are made, not born. Yes, it may be true that some people are born with natural talents. However, without practice, drive, enthusiasm, and experience, there can be no true development in leadership. Their talents go to waste.

Good leaders are continually working and studying to improve their skills, whether they are natural or learned. This takes a commitment to constantly improve in whatever endeavor a person chooses.

Personal development is a large part of being a good leader. You should engage in some form of personal development EVERY DAY! You should read, or listen to, a personal development or leadership book or recording every morning before you start your day. Every morning you should read, or listen to, a new personal development lesson. The 10-15 minutes you take to do this every day will change your life! It'll get you motivated and get your day off to a fantastic start!

Now, let's define leadership. To be a leader, you must be able to influence and motivate others to accomplish a goal, or an objective. A leader contributes to the organization and cohesion of a group.

Contrary to what most people believe, leadership is not about power. Unfortunately, way too many people believe it is and they let the "power" go to their heads. Then they end up being despised instead of looked up to as the leaders of the group. Being a leader is not about harassing people or driving them through the use of fear.

It is about encouraging others towards the goal of the organization. It is putting everyone on the same page and helping them see the big picture of the organization. You must be a leader, not a boss.

To begin with, you have to get people to follow you. How is this accomplished?

People follow others when they see a clear sense of purpose. They get the same "vision" that the leader has. People will only follow you if they see that you know where you are going. Remember that bumper sticker? The one that says, don't follow me, I'm lost too? The same holds true for leadership. If you do not know where you're headed, chances are people will not follow you.


You must know the vision of the organization. Having a clear sense of hierarchy, knowing who the bosses are, who to talk with, the organizational goals and objectives, and how the organization works is the primary to show others you know what you are doing. If they sense that you know what you're doing and where you're heading, they will follow you without question.

Being a leader is also not about what you make others do. It's about who you are, what you know, and what you do. You are a reflection of what your subordinates must be. They will duplicate their leader's actions.

Studies have shown that the basis of good leadership is the trust and confidence your subordinates have of you. If they trust you, they will go through hell and high water for you, and for the organization.

Trust and confidence is built on good relationships, trustworthiness, and high ethics. The way you deal with your people, and the relationships you build, will lay the foundation for the strength of your group. The stronger your relationship, the stronger their trust and confidence is in your capabilities and the more

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they will do to help you achieve the goal.

Once you have their trust and confidence, you may now proceed to communicate the goals and objectives you are to undertake. Communication is a very important key to good leadership. Without this you can not be a good leader. The knowledge and technical expertise you have must be clearly imparted to other people.

Also, you can not be a good leader and unless you have exercise judgment. You must be able to assess situations, weigh the pros and cons of any decision, and actively seek out a solution. It is this judgment that your subordinates will come to rely upon. Therefore, good decision-making is vital to the success of your organization.

Leaders are not do-it-all heroes. You should not claim to know everything, and you should not rely upon your skills alone. You should recognize and take advantage of the skills and talents your subordinates have. Only when you come to this realization will you be able to work as one cohesive unit.


Remember being a leader takes a good deal of work and time.

It is not learned overnight, it is an ongoing process. Remember, also, that it is not all about you. It is about you, the people around you, and ultimately the goal you are trying to reach.

Do you have the drive and desire required of leaders? Do you have the desire to work cooperatively with other people? Then start now. Take your stand and begin becoming a good leader today. Just being, or claiming to be, a leader isn't enough, you need to BE a good, strong leader.

Lou and Robin Bonaventura have been Professional Network Marketers for the past 4 years. They attribute much of their success to daily personal development and continual learning. Get your daily personal development started today with a [complimentary copy](#) of Napoleon Hill's classic "Think and Grow Rich". Also be sure to visit their [Blog](#) and [Learning Center](#).

Article Source: <http://www.leadershiparticles.net>



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