

**KAHPAM 2024  
MEETING SCHEDULE**

April 17-18 Spring Workshop  
(joint event with HFMA)  
Hilton Garden Inn, Salina, KS

September 20 Fall Workshop  
Hilton Garden Inn, Salina, KS

**2024 KAHPAM Officers/Committee**

**President**

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**KHA Liaison**

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**KANSAS**

**ASSOCIATION**

**of**

**HEALTHCARE**

**PATIENT**

**ACCESS and**

**ACCOUNT**

**MANAGERS**

*An allied organization*

*with the Kansas Hospital Association*

**2024**

**PATIENT ACCOUNT MANAGEMENT --  
AN IMPORTANT ASPECT IN  
PATIENT CARE**

The areas of patient account management and patient access are constantly changing. Today, more than ever before, good management skills are vital when converting patient revenue into cash. Business office and registration personnel play a vital role in this process.

Converting revenue into cash is a highly complex procedure that begins before the patient's admission to the hospital.

Registration personnel have an important responsibility acquiring proper financial data that enables the business office personnel to follow through with collection of the bill.

The proper filing of insurance claims is regulated by state and federal agencies, which are constantly auditing billing and reporting procedures. The credit laws govern the manner in which a bill can be collected from a patient.

Staff involved in patient accounts and registration must be well versed in hospital policies and procedures. They must have a thorough understanding of hospital processes, and they must work closely with other hospital departments such as accounting, health information management, data processing, and nursing.

**KANSAS ASSOCIATION OF HEALTHCARE  
PATIENT ACCESS AND ACCOUNT MANAGERS  
(KAHPAM)**, an allied organization of the Kansas Hospital Association, has the following objectives:

- To make available a wide range of resources for both new and experienced members alike;
- To advance the development of effective patient account management and registration procedures;
- To stimulate the exchange of information and to further the educational and personal development of its members;
- To provide an educational opportunity for the patient account and patient access managers of Kansas hospitals to broaden and improve the capabilities of their personnel; and
- To encourage professional development through certification programs.

**OBJECTIVES**

KAHPAM is organized exclusively for educational purposes. Members consist primarily of individuals employed by Kansas hospitals and other organizations that are concerned with, or involved in, health care accounts receivable management.

KAHPAM conducts several educational programs annually. At the present time, we have two meetings per year.

**MEMBERSHIP**

There are two categories of membership within KAHPAM:

*Regular Member:* An **individual** employed by a hospital or other health care facility that is concerned with or involved in patient accounts or registration. Regular members have voting rights, can serve on the board of directors, and be appointed to KAHPAM committees.

*Associate Member:* An **individual** employed by a firm indirectly involved in the health care delivery industry. Associate members have no voting privileges and cannot serve on the board of directors. The board can appoint an associate member to serve on advisory committees.

If you are not currently a member of KAHPAM, we would encourage you to join the ranks of the well-informed patient access and account managers.

For further information, please write to the KANSAS ASSOCIATION OF HEALTHCARE PATIENT ACCESS AND ACCOUNT MANAGERS, 215 SE 8<sup>th</sup> Avenue, Topeka, KS 66603-3906 or call (785) 233-7436.

(Revised 4/25/2024)