

ALABAMA ASSOCIATION OF HEALTH INFORMATION MANAGEMENT
Standing Rules
Approved 02/06

TITLE	#	RULE
VOTE	1.	Matters requiring action between meetings of the Board may be decided by mail, facsimile or electronic vote. All such actions shall be reported at the next meeting for documentation in the minutes.
REGISTRATION	2.	Registration fees for meetings and workshops sponsored by the AAHIM shall be the responsibility of the Board. Registration fees and meal fees shall be waived for all elected members of the AAHIM Board and those responsible for planning and coordinating such activities. Registration fees for all meetings of the AAHIM for students shall be a minimum cost to include food/program material costs and approved by the BOD prior to any AAHIM sponsored event. The student must be currently enrolled in an accredited Health Information Administrator program or Health Information Technician program or an approved coding certificate program.
MEMBER AWARDS	3.	Member Awards a) A Distinguished Member Award may be given each year to an outstanding member of the AAHIM. This member shall be chosen in accordance with policies and procedures approved by the Board b) An Outstanding New Professional Award may be given each year to an outstanding new professional of the AAHIM. This member shall be chosen in accordance with policies and procedures approved by the Board.
COUNCIL REPRESENTATIVES	4.	One representative selected by each regional council shall be invited to attend all meetings of the Board with voice but no vote. Regional council representatives shall serve as advocates in their respective regions.
BOARD MEETINGS	5.	Members of the Board are required to attend all Board meetings. If unable to attend, Board members shall notify the President prior to the meetings. A Board member who has more than one absence without prior notice from Board meetings in one year may be removed from the Board.
HONORARIUMS	6.	Honorariums are provided for education speakers to include the annual meeting and all educational workshops at a rate of \$100.00 per hour. Panel participants are paid at a rate of \$25.00 per hour. Vendors are not paid for speaking when product promotion is evident in the presentation. Any requests for exceptions must have prior Board approval.