Sylvia Alcala, MA,RHIA,CDIP,CCS,CPC-I Email: SGAlcala13@gmail.com

305 Cimarron Drive Cell: 210-885-0170

Floresville, Texas 78114 Work: 830-393-1401

**SUMMARY:**

* Thirty years of achievement in management, quality improvement, education and training in the health care industry.
* In-dept knowledge of MS-DRGs, APR-DRGs, Case Mix Index and Severity of illness/Risk of Mortality (SOI/ROM) profiling.
* Implementation and Organized implementation of 3M ARMS coding software
* Trained staff for implementation of Electronic Health Record (Horizon Patient Folder)

**Experience:**

**Connally Memorial Medical Center**  **2011-present**

Health Information/Case Management Director/Privacy Officer

* Responsible for the overall operations of the HIM Coding inclusive of administrative and technical functions
* 50 Licensed beds, including 20 physician offices. HIM charges and codes for the hospital and for physician services to patients including, urology, cardiology, wound care, orthopedic, family practice
* Responsible for Case Mix and ensuring patient is in correct status
* Manage and provide operations oversight for the hospital revenue cycle operation to include coding, charge capture and clinical documentation
* Reduced DNFB from $20M to under $2M
* Responsible for RAC requests and appeals, reduced denial rate for from 30% to 5% and still working on lower rate
* Responsible for HIPAA employee training, also audit monthly to ensure HIPAA is being met
* Responsible for patient portal and train our customers on the portal

**Baptist Medical Center 2003-2010**

Coding Compliance Director 2003-2006

Health Information Director 2006-2010

* Responsible for overall operation of the HIM department inclusive of administrative and technical functions
* 650 Licensed beds, services included Med/Surg, Rehab, Psych, pediatrics, Renal Unit, and Cath Lab
* Responsible for 40 FTE’s, 10 Pool Employees, 1 Coding S/Trainer and 1 HIM Supervisor
* Worked unbilled report daily-Reduced accounts receivable for over $6 million to ess than $2.5 million per day
* Responsible for procurement of all department budget items and all capital budget items
* Organized and implemented the 3M ARMS coding software
* Decreased the monthly medical record delinquency rate for 32% to 5%
* Reduced a 15 day impatient assemble/analysis paper backlog to a consistent 5 to 7 day post discharge statue
* Ranked #1 hospital department in Employee Satisfaction with a 100% score for 2007
* Achieved and Exceeded Corporate Compliance Annual Inpatient Coding Audit goal
* Developed training manuals and material for all hospital department regarding JCAH requirements
* In-serviced nursing departments on JCAH timeliness requirements/components for History & Physicals
* Responsible for implementation of the Mckesson Horizon Patient Record (Electronic medical record)

**Southwest General Hospital 1990-2003**

* Monitor and facilitate processing of the Inpatient/Outpatient Unbilled Reports
* Developed and implemented Coding standards to monitor the accuracy & quality of assigned codes
* Performed coding audits/reviews for compliance
* Planned and coordinated the workload, productivity and training for the coding department
* Developed and administered coding verification exams to ensure comprehension of coding material
* Maintain daily, monthly and annual statistical reports for CFO

**Education/Credentials**

* MA., Teaching with Technology, 2010 University of Arizonia
* B,S., Medical Record Administration, 1986 University of Incarnate Word- Texas
* Registered Health Information Administrator 2011
* Certified Documentation Improvement 2011
* Certified Coding Specialist 2001
* Certified Professional Coder-Approved ICD-10-CM/PCS Trainer 2016

**Professional Activiteis**

**American Health Information Management Association ( -Present)**

House of Delegates Member- Texas 2024

Communities of Practice (CoP) Privacy 2024

Health & Human Services Committee 2024

TxHIMA Finance Director 2024

House of Delegates Member- Texas 2023

Texas Health & Human Services Committee 2023

TxHIMA Corporate Director 2023

TxHIMA Volunteer Award 2021

Alamo Health Information Organization President 2018-2020

Alamo Health Information Organization Past President 2021

Alamo Health Information Organization Treasurer 2022

AHIMA CCS Workgroup 2004

**Other**

Parker University Advisory Board 2019-2024

San Jacinto College Advisory Board 2022-2024

Alamo College advisory Board 2021-2024

Texas State Advisory Board 2022-2024

**Clinical Site for HIM Students**

**Texas State University**

Venonica Monero 2024

Famela Dauz 2024

Sylvia Benites 2023

Hewan Bebretadik 2023

Melinda Jalufka 2023

Jayda Bordeaux 2022

Beatrice Avila 2021

Julissa Avila 2021

Asheli Ball 2018

Danielle Waclawzyk 2018

Deborah Benson 2018

Sara Boysen 2017

Shelby Fuessel 2016

Alberto Lopez 2016

Yolanda Valerio 2015

Taryn Pawelek 2014

**St Phillips College**

Stephanie Colby 2024

Nour Almulgi 2024

**San Jacinto College**

Thelma Thomas 2023

Patrice Sutton 2023

Claudia Flores 2022

Elizabeth Giron 2022

Latreka Daniels 2022

**PRESENTATION**

* TxHIMA 3 hour/Coding Roundtable, San Marcos, Texas June 2024
* Revenue Cycle & Denials, AAHIMA, San Antonio, Texas November 2023
* CDI Jeopardy AAPC Meeting, May 2021
* Evaluation & Management; St.David School of Nursing, Round Rock, Texas State University 2020
* Revenue Cycle; Texas A&M University; College Station 2022
* Injection & Infusion, AHIMA, San Antonio, Texas August 2019
* ICD-11 Overview, AAHIMA, San Antonio, Texas November 2018
* ICD-11 Overview, AAPC Meeting, San Antonio, Texas November 2018
* Coding Roundtable, Alamo HIMA, San Antonio, Texas October 2018
* ICD-10 Official Guidelines for Coding & Reporting FY2019, AAPC Meeting October 2018
* Revenue Cycle Presentation, Round Rock, Texas St.David School of Nursing May 2018
* TxHIMA Coding Round Table, Dallas Texas June 2018
* Facilities Charge Capture Challenges, San Antonio, Texas August 2018
* Coding Audit for Cuero Medical Center 2017
* Revenue Cycle Presentation, El Paso, Texas El Paso College April 2017
* TxHIMA Coding Round Table, Dallas Texas June 2017
* Introduction to ICD-10-CM/PCS, Round Rock, Texas St David School of Nursing May 2017
* Coding Review Presentation, Texas State University San Marcos Texas May 2015,2016,2017
* ICD-10 Panel, San Marcos Texas, Texas State Spring Fling April 2016
* ICD-10 Panel, San Antonio, Texas AAPC May Mania Meeting, May 2017
* Upfront Collections, Floresville Texas Primary Care Physician Group
* ICD-10 Explored/Getting it Right, AAHIMA Meeting May 2016
* ICD-10-CM/PCS Countdown to the Future, AAPC Meeting August 2016
* ICD-10-CM/PCS Floresville, Texas Connally Memorial Physician Presentation Training January 2015
* CDI Presentation, San Antonio, Texas AAHIMA Meeting May 2013
* Overview of ICD-10-CM, San Marcos, Texas RHIA/RHIT Review
* Comparison of ICD-9-CM and ICD-10-CM Coding Guidelines AAHIMA Meeting, November 2012
* Recovery Audit Contractor Presentation, Baptist Medical Center CFOs San Antonio, Texas April 2012

**Classes Instructed**

* 2024 Medical Terminology; Texas State University, San Marcos, Texas
* 2024 Health Care Statistics; St Philip’s College; San Antonio, Texas
* 2024 Coding; St Philips College; San Antonio, Texas
* 2024 Healthcare Legal; St. Philips College; San Antonio, Texas
* 2023 Nosology; Texas State University; San Marcos, Texas
* 2022 Anatomy & Pathophysiology; Palo Alto College; San Antonio, Texas
* 2019 Coding Compliance; Texas State University; San Marcos, Texas
* 2018 Current Procedural Codes (CPT); San Antonio College; San Antonio, Texas
* 2013 Transitioning to ICD-10-CM; Northwest Vista College; San Antonio, Texas