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April 17, 2019

Sarah Cottington, MHA, RHIA, FAHIMA, FNAHQ, CPHQ, CHTS-IM  
Health Informatics Program Director  
Indian Hills Community College  
525 Grandview Ave  
Ottumwa, IA 52501

Re: Professional Certificate Approval Program (PCAP)

Dear Ms. Cottington:

On behalf of AHIMA and the Professional Certificate Approval Program, I am pleased to confirm that the annual attestation form and supporting documents for your Medical/Insurance Coding Certificate Program have been received, reviewed and accepted. Your program remains in PCAP-approved status, now entering year 3 of your 3-year PCAP cycle, which ends on 4/30/20.

In accordance with PCAP policies, looking ahead to next year, your program will be required to submit a new PCAP application. Processing PCAP applications may take up to 1-2 months. To avoid any potential lapse in approval status, please mark your calendar now, to submit your PCAP application along with full payment in the February-March, 2020 timeframe.

As always, please reach out for further assistance any time.

Regards,

John Richey, MBA, RHIA, FAHIMA  
Academic Affairs Subject Matter Expert and PCAP Liaison  
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