

Air Products

Date 30 September 77

INTEROFFICE
MEMORANDUM

Subject MID Workshop for Medical Records

Personnel

To Distribution

From Cynthia N. Bzdil

(Location, Organization, or Department)
Corporate Medical Dept.

(Location, Organization, or Department)

Distribution

G. Corser
K. Herbert
L. Morrissey
J. Odom
D. Savary
L. Tepper
S. Van Slyke

C. N. Bzdil

J. F. ODOM
OCT 04 1977

Our medical records computer system is a complex and often baffling part of our physical examination programs. We have new personnel in all our contributing locations who are striving to comprehend the computer's use. There have been changes in the programming of the computer and the methods of submission of data. In order to inform all of you of the changes and to help with the introduction of our new personnel to the proper way of handling our computer work, I have asked Steve Van Slyke and Glen Corser of MID to hold a one-day workshop session for us. They will instruct, answer questions, show us time-saving hints for submitting data and correcting our audittrails.

Our workshop will be held October 26, 1977, Wednesday, in the conference room on the 4th floor of the Brookside ITT building in Allentown, beginning at 8:30 am. Bring any and all questions, problem charts and audittrail troubles to the meeting. Steve and Glen will help us.

I invite each of you to Allentown to share in this profitable experience. I am looking forward to seeing all of you. Please call me if there is a problem with attendance. Trexlertown--215/398-6613.

Op,
This will be an excellent opportunity for Vicki to get personal individual training. Would love to see you both, either, whatever -

CINDY

(320)

AP00027155