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Acknowledgments

A project of this magnitude succeeds only because of the many people who have given their time and talent to ensure that a quality product is made available to AHRA members. We would like to thank those members who became authors, on both the first edition and this second edition, for offering their knowledge and expertise as they wrote and rewrote content. In addition to the authors, we would also like to thank the reviewers who gave us invaluable feedback. Finally, we would like to thank the AHRA staff, especially Kerri Hart-Morris, for their hard work, dedication, and gentle reminders of deadlines to make this project happen. We could not have done it without you.

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Introduction

Since the inception of the Certified Radiology Administrator (CRA) credential in 2002, AHRA: The Association for Medical Imaging Management, the preeminent organization for leaders in medical imaging management, has strived to develop educational materials in support of imaging administration. The AHRA Professional Development book series covers all the domains of the CRA exam: Financial Management in Radiology, Operations Management in Radiology, Communication & Information Management in Radiology, Human Resource Management in Radiology, and Asset Management in Radiology. The first edition of the asset management book was produced in 2009, and this second edition continues the tradition of addressing material in depth to aid the continuing education of the imaging administrator. With a healthcare climate that is ever changing, updating the material to be more in line with current practices was necessary to keep those in the industry positioned to be the best leaders possible.

The authors and reviewers of this book represent a cross section of today’s imaging profession, including academic medical centers, community and rural hospitals, freestanding imaging centers, and private enterprise. This range of experience allows a broad perspective of ideas and expertise.

Asset Management in Radiology, second edition, consists of four sections in which the building blocks and strategies of asset management are discussed:

Section I, Capital Equipment Planning, reviews the initial steps of determining equipment needs, short and long term planning, identifying the key decision makers, and common evaluation and selection processes.

Section II, Building and Construction Planning, discusses the physical space needs of equipment. Planning and determining space needs and new construction versus renovated existing space are reviewed.

Section III, Project Implementation, provides a review of expected phases of a capital equipment project and how to coordinate them, selecting a vendor based on preferred specifications, and outlining a plan for staff training once the project is complete.
Section IV, After Project Completion, reviews issues regarding the service of the equipment after installation and acceptance, including the interpretation of service contracts and assuring ongoing quality in the imaging department. The end of this section discusses processes of maintaining an adequate stock of supply inventory and methods of monitoring the associated expenses. State-of-the-art electronic inventory systems are also reviewed.

Assets in the healthcare environment defined as building infrastructure, capital equipment, and supplies represent a significant expense to any organization; second only to labor costs. Managing these assets and their associated expenses requires expertise, know-how, and an acquired wisdom. *Asset Management in Radiology*, second edition, is designed to provide the imaging administrator with the foundational knowledge in order to manage these assets on a day-to-day and annual basis. This book is certain to become an important tool referenced time and again by the imaging administrator.
Editors

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Carla Knisley is an imaging manager at OhioHealth in Columbus, Ohio. She has worked in the medical imaging field for 16 years with a technical background in general radiography and MRI. Ms. Knisley has held leadership positions at Premier Health Partners in Dayton, Ohio as well as her current role at OhioHealth. She holds a master’s degree in business administration, a baccalaureate degree in healthcare management with a minor in human resource management, and an associate’s degree in applied science – radiologic technology. Ms. Knisley became a CRA in 2014. She has previously been a presenter at an AHRA conference and has authored chapters in other books in AHRA’s Professional Development series.

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Gina Greenwood has spent her entire professional career in radiology, beginning as a staff technologist in 1984, and going on to specialize in MRI in 1987. She has worked in a variety of roles over the past 33 years, including imaging related positions in both clinical and commercial settings. For the past sixteen years, Gina has been employed at the University of Wisconsin Hospital and Clinics (UW Health) and began serving as the director of radiology services in 2014. Gina received a bachelor of science degree in health arts from the University of St. Francis in Joliet, Illinois, and a master’s degree in business administration from Cardinal Stritch University in Milwaukee, Wisconsin. She holds the CRA designation and has been actively involved in AHRA, serving on various committees, the Annual Meeting Design Team, and currently on the Board of Directors.

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