

# Med-A-Scoop

Dear ISMA Members:

Thank you to the First District membership for hosting a weekend full of great fellowship and education. It was obvious that a considerable amount of planning preceded the event and attendees departed knowing that "Laughter is the Best Medicine".

Congratulations to the recipient of the **2019 Medical Assistant of the Year Award**, Jenifer Begley, CMA (AAMA) from West Central District. Pam Neu, CMA (AAMA) MBA from Twelfth District was presented the **Leon Levi Award** for her many years of devotion to our profession, her students and the ISMA membership. Congratulations to Pam for recognition of her efforts which earned her this very prestigious award.

The **Eva I Irwin CMA (AAMA) Education Support Award** was presented to Sherry Braye, CMA (AAMA) Assistant Professor, Frank L. Hilton, M.D. School of Health Sciences, Ivy Tech Community College, Southeast Campus, in Evansville. Sherry was also recognized for her dedication to her students and profession when she was awarded the ISMA **Golden Apple Award**. Congratulations to Sherry Braye, CMA (AAMA), for inspiring and educating medical assistants, who enter the field with capability and confidence.

The coming year promises to be exciting. Change is a constant in the field of medicine and our society is keeping in step with the times. Pam Neu, CMA (AAMA) MBA, Med-A-Scoop Editor and Website Development Chair, has taken our organization beyond the accessibility norm by providing our membership an application for our website to download to your phone. Share the news about this wonderful recruitment tool!

Join us in June as we continue our efforts to develop new leaders. Will you be the member recognized in April for attendance at the Board of Directors meetings? You will be surprised at how much you will learn and grow. I look forward to meeting you during the coming year and learning what you need to add value to your membership in AAMA.

Jane B. Seelig, CMA-A (AAMA)  
ISMA President 2018-2020  
Proud member since 1978, Certified since 1981



**LEADERSHIP IS NOT ABOUT BEING THE BEST. LEADERSHIP IS ABOUT MAKING EVERYONE ELSE BETTER.**

May/June  
2019

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## **ISMA Mission Statement**

**The Indiana Society of Medical Assistants, in affiliation with the American Association of Medical Assistants, strives to:**

- Promote professional growth of and Identify its membership through education and credentialing
- Inspire members to provide honest, loyal and efficient service to the public they serve and the proficient;
- Stimulate a feeling of fellowship and cooperation with the medical professional in improving public relations;
- Encourage and assist medical assistants in forming component chapters.

## ISMA Physician Advisors

### 2019-2020

Kristi Peck, M.D.  
Evansville Surgical Associates  
Evansville, IN  
3 year

Jeff Stidam, M.D.  
Jewish Hospital Louisville, KY  
2 years

Scott Guenthner, M.D.  
The Dermatology Center of Indiana  
Plainfield, IN  
1 years

## ISMA Honorary Members

1980 Herbert Dixon\*  
1997 Bruce Johnson  
Hubert Irwin\*  
2008 Earl Williams\*  
2013 Jack Begley  
Kathy Heck

## ISMA Life Members

1992 Bonnie Reidenbach, CMA-AC  
1994 Patricia Kennington, RN,  
CMA\*  
2005 Eva Irwin, CMA\*  
2011 Eulah Dearing, CMA (AAMA)  
2012 June Brown, RMA  
2015 Tammy Daily, CMA (AAMA)  
2018 Marjorie Mikesell, CMA  
(AAMA)

\*Denotes Deceased



## Leon Levi Award Recipients

1988 Patricia Kennington, RN, CMA\*  
Jane Seelig, CMA-A  
Pauline Pinnick, CMA  
1990 Bonnie Reidenbach, CMA-AC  
1991 Bettye Yard, CMA-C\*  
1998 Norma Harmon, CMA  
2001 Eva Irwin, CMA\*  
2002 Eulah Dearing, CMA  
2010 Marjorie Mikesell, CMA  
2013 Tammy Daily, CMA (AAMA)  
2014 Sandra Johnson, MS, CMA (AAMA),  
CPC  
2016 Rita Michel, CMA (AAMA)  
2019 Pam Neu, CMA (AAMA), MBA

## Golden Apple Recipients

2000 Eva Irwin, CMA\*  
2003 Sandra Johnson, MS, CMA (AAMA), CPC  
2004 Nancy Measell, CMA  
2005 Cindy Abel, BS, CMA  
2006 Pam Neu, CMA (AAMA), MBA  
2009 Jennifer Weathers, CMA (AAMA)  
2010 Rita Michel, CMA (AAMA)  
2012 Nina Thierer, CM A (AAMA)  
2019 Sherry Braye, CMA (AAM), BS

\*Denotes Deceased



## State Officers:

### President

Jane Seelig, CMA-A (AAMA)  
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### Vice President

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### Recording Secretary

Dianne Wimsett, CMA (AAMA)  
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### Immediate Past President

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### Treasurer

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## District Directors:

### East Central

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### St. Joe District

Brandi Gaumer, CMA (AAMA)  
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### Twelfth District

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### West Central District

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*Thank you!*

A decorative flourish consisting of a thick, golden-brown brushstroke that curves under the 'Thank you!' text, with several small, five-pointed stars scattered above it.

**INDIANA SOCIETY OF MEDICAL ASSISTANTS  
BOARD OF DIRECTORS MEETING  
Pre-conference Board Meeting  
April 5, 2019  
Evansville, IN**

<b>Call to Order</b>	President Jane Seelig, CMA-A (AAMA) called the meeting to order at 5:30 pm.
<b>Invocation</b>	Chaplain Heidi Sisson, CMA (AAMA) gave the invocation.
<b>Medical Assistant Creed</b>	Vice President Karen Pershing, CMA (AAMA) led the reciting of the Medical Assistant Creed.
<b>Introductions</b>	President Jane Seelig, CMA-A (AAMA) introduced Monica Case, CMA (AAMA), AAMA Vice Speaker of the House . She then introduced the elected and appointed officers and directors. She also introduced the Medical Assistant of the Year, Leon Levi Award, Golden Apple Award Recipients and honorary members.
<b>Credentials Report</b>	Jeni Begley, CMA (AAMA), Chair gave the credentials report. There were 31 registered for the meeting with a voting power of 11. A quorum was 7, a majority vote was 6 and a 2/3 vote was 8.
<b>Secretary's Report</b>	Dianne Wimsett, CMA (AAMA) – Published in the Med-A-Scoop. The report was filed for audit.
<b>Treasurer's Report</b>	Joyce Edds, CMA (AAMA), CPT (ASPT) – Published in the Med-A-Scoop
<b>Presentation of Bills</b>	Jane Seelig, CMA-A (AAMA) – No non-budgeted bills were presented
<b>Correspondence</b>	Paula Schubert, CMA (AAMA), CPT (IAPS), Corresponding Secretary Read the correspondence. We received a letter from the Wisconsin Society of Medical Assistants. about their state conference that is being held April 25-27, 2019 in De Forest, WI. We received a letter from Don Balasa concerning Excelsior College has granted CMAs (AAMA) 26 semester hours of credit toward some of its Degrees to health sciences and health care management We received a letter from Rebecca Walker, CMA (AMMA), CPC, Regent of the Society of Past Presidents concerning donations to the Maxine Williams Scholarship Fund and the Ivy Reade Relkin Surveyor's Training fund. We received a letter of thanks for our donation to the Indiana Medical History Museum We received a letter from Kathy Langley, Director of Board Services stating the National Conference would be held in Houston Texas September, 2021.
<b>Officer Reports</b>	<b>President</b> – Jane Seelig, CMA-A (AAMA) – No report <b>Vice President</b> – Karen Pershing, CMA (AAMA) – No report <b>Secretary</b> – Dianne Wimsett, CMA(AAMA) – No report <b>Treasurer</b> – Joyce Edds, CMA (AAMA), CPT (ASPT) – No report <b>Med-A-Scoop/Website Development</b> – Pam Neu, CMA-(AAMA), MBA – No Report <b>Immediate Past President</b> – Clara Poirot, CMA (AAMA), CN-BS – No Report
<b>Committee Reports</b>	<b>Budget and Finance</b> – Joyce Edds, CMA(AAMA) , CPT (ASPT) – Budget approved at last meeting.

**Certification** – Cate Gardner, CMA (AAMA) – Recertification and New members need to be available at the banquet.

**Continuing Education** –Karen Pershing, CMA (AAMA) – No Report

**Eva I. Irwin CMA (AAMA) Medical Assistant Support Fund** – Sandra Johnson, MS. CMA (AAMA) , CPC – There will be an award given at the banquet.

**Historian** – Dorothy Geiger, CMA (AAMA) – No report

**ISMA Liaison** – Tammy Daily, CMA (AAMA) – Report is published in the conference book.

**Membership** – Clara Poirot, CMA (AAMA) – No report

**Mentoring** – Rita Michel, CMA (AAMA) – Report published on page 3 in conference book.

**Procedure Manual** – Marjorie Mikesell, CMA (AAMA) - Report published in conference book.

**Ways & Means** – Sandra Johnson, MS, CMA (AAMA), CPC – Chapter baskets need to be brought down Saturday morning to Santa Bruce. Santa Bruce has lots of items at the Ways and Means table.

**2019 State Conference** – June Brown, RMA – Welcome from the First District. A lot of students are involved in the conference. There will be a total of 9 CEUs offered.

Flower orders need to be turned in early. The time is listed on the form.

Pictures are wanted of each district, past presidents, Leon Levi Award winners, Medical Assistants of the Year, Golden Apple, honorary members, and students.

**2020 State Conference** – Sandra Johnson, MS, CMA (AAMA) , CPC – The conference will be Held at the Abe Martin Lodge at the Brown County State Park. A deposit has been made. The dates are April 3-5, 2020. There will be pamphlets on the tables at the banquet. We will have prices at the meeting in June.

**2021 State Conference** – Karen Pershing, CMA (AAMA) – A team has been formed to start planning the conference. More information will be available at June meeting. Brandi Gaumer, CMA (AAMA) is the chair.

**District Reports** – No reports were given

**Unfinished Business** - None

**New Business**

**Physician Advisor** – Dr. Peck has agreed to continue for another 3 years.

**Members** planning to attend AAMA Conference 9/13-16 in Greensboro, NC asked to stand.

**Assignment of committees for Annual Business Meeting.**

**Time Keeper** – Glennella Bruce, RN, CMA-C (AAMA)

**Tellers**- Marianne Hawker Green, CMA (AAMA), Tonya Dix, CMA (AAMA) and June Brown, RMA..

**Pages** – Debbie Hyneman, Kelsey McCallister, Becky Roberson, and Lauren Fields.

**Donations** – Tammy Daily, CMA (AAMA) made the motion as recommended by the Executive Board to donate \$100 to Ivy Reed Fund and the Maxine Williams Support Fund. The motions was seconded by Paula Schubert, CMA (AAMA) , CPT (IAPS). The motion was approved. The bylaws and standing rules will have to be adjusted.

**2022 National Conference** - Indiana has been asked to be one of the States to be considered to host the conference in 2022. The only things that we would be responsible for would be speakers, backup speakers, color guard, and someone to sing the National Anthem. There was discussion about this request.

**Announcements** –

Time for head table line up – 6:30 pm.

Deliver raffle basket to the Ways and Means table in the morning.

Bring your membership cards to the Annual Meeting Credentials desk.

The meeting was adjourned at 6:21 pm.

Dianne Wimsett, CMA (AAMA)

Recording Secretary



**INDIANA SOCIETY OF MEDICAL ASSISTANTS**  
**63<sup>RD</sup> Annual Business Meeting**  
**April 6, 2019**  
**Evansville, IN**

<b>Call to order</b>	President Jane Seelig, CMA-A (AAMA) called the meeting to order at 10:48 am.
<b>Invocation</b>	Chaplain Heidi Sisson, Chaplain gave the invocation.
<b>Medical Assistant Creed</b>	Karen Pershing, CMA (AAMA) led the reciting of the Medical Assistant Creed.
<b>Introductions</b>	Jane Seelig, CMA-A (AAMA) introduced Monica Case, CMA (AAMA), AAMA Vice Speaker of the House. She then introduced the elected and appointed officers and directors, Past Presidents, Medical Assistant of the Year recipients, Leon Levi Award recipients, Golden Apple Recipients, and Honorary Members
<b>Credentials Report</b>	Jeni Begley, CMA (AAMA), Chair gave the credentials report. There were 44 members with a voting power of 38. There was a quorum of 19 and a majority of 20 and a 2/3 vote of 26.
<b>Additions/Corrections to the Agenda</b>	Jane Seelig, CMA-A (AAMA) – No corrections
<b>Adoption of the Conference Program Book</b>	Tammy Daily, CMA (AAMA) Conference Chair – Recommended the adoption of the conference book. The conference book was adopted.
<b>Correspondence</b>	<p>Paula Schubert, CMA (AAMA), CPT (IAPS), Corresponding Secretary</p> <p>-We received a letter from the Wisconsin Society of Medical Assistants – stating their State Conference would be April 25-27, 2019 in DeFrost, WI.</p> <p>-We received a letter from Donald Balasa stating that the AAMA Board of Trustees has authorized him to remind our state society and local chapter leaders that Excelsior College has granted CMAs (AAMA) 26 semester hours of credit toward some of its degrees in health sciences and health care management.</p> <p>-We received a letter of thanks from the Indiana Medical History Museum for our donation of \$500.</p> <p>-We received a letter from Rebecca Walker, CMA (AAMA) CPC, Regent, Society of Past Presidents asking for donations for the Maxine Williams Scholarship Fund and the Ivy Reade Relkin Surveyor’s Training Fund. It was recommend that we donate a \$100 to both. Marjorie Mikesell, CMA (AAMA) made the motion to accept the recommendation of the PIPS to give \$100 each to the Maxine Williams Scholarship Fund and to the Ivy Reade Relkin Surveyor’s Training Fund. Jeni Begley, CMA (AAMA) seconded the motion. It passed.</p> <p>-We received notification from AAMA inviting states to be considered to host the Conference in the year 2022.</p>
<b>Secretary’s Report</b>	Dianne Wimsett, CMA (AAMA) – Report was printed in the Med-A-Scoop.
<b>Report of Minutes</b>	
<b>Audit</b>	Heidi Sisson, CMA (AAMA) – Report of the audit was printed in the Conference book on page 21.

**Treasurer's Report** Joyce Edds, CMA (AAMA), CPT (ASPT) – There was a report printed in the Med-A-Scoop and the Conference Book that was up to middle of February on page 25 in the conference book. An updated report was presented

Beginning Balance	\$35,204.53
Total income	\$ 486.21
Total expense	\$ 1,650.00
Balance	\$34,040.74
CD 9561	\$30,897.88
CD 70408	\$15,383.45
Eva I. Irwin Fund	\$ 4,121.91
Student Support Fund	\$ 627.00

**Presentation of Bills** Jane Seelig, CMA-A (AAMA) – There was an unbudgeted bill presented for website development for \$2,250. Jeni Begley, CMA (AAMA) made the motion that we pay the bill for \$2,250. Sandra Johnson CMA (AAMA) MS, CPC seconded the motion. The motion was approved.

**Report of the Financial Audit** Sandra Johnson, MS, CMA (AAMA), CPC- presented the report of the financial audit.

Beginning Balance	\$25,181.34
Total income	\$23,818.68
Total expense	\$14,959.28
Balance (End of Year)	\$34,040.74
CD 9561 as of 4-3-19	\$30,897.88
CD 70408	\$15,383.45
Total Invested	\$46,281.33
Total Funds	\$80,322.07
Eva I. Irwin Fund	\$ 4,121.91
Student Support Fund	\$ 627.00

Checkbook, Bank Statements, Expense Vouchers, and Ledger all balanced as of April 5, 2019. Note: Outstanding Check 2403 for \$72.12.

**Report of Nominating Committee** – Rita Michel, CMA (AAMA), Chair of the Nominating Committee presented the slate of officers.

- President** – Jane Seelig, CMA-A (AAMA)
- Vice President** – Karen Pershing, CMA (AMMA)
- Treasurer** – Joyce Edds, CMA (AAMA), CPT (ASPT)
- Recording Secretary** – Dianne Wimsett, CMA (AAMA)
- Med-A-Scoop Editor** – Pam Neu, CMA (AAMA), MBA

Marjorie Mikesell, CMA (AAMA) made the motion that we accept by acclamation the slate of officers presented at the conference annual meeting. The motion was seconded by Jeni Begley, CMA (AAMA). The motion was passed.

**Introduction of the Tellers, Pages and Timekeeper** – Jane Seelig, CMA-A (AAMA)

**Timekeeper** – Glennella Bruce, RN, CMA-C (AAMA)

**Tellers**- June Brown, RMA –Head Teller, Marianne Hawker Green, CMA (AAMA)  
Tonya Dix, CMA (AAMA)

**Pages**- Debbie Hyneman, Kelsy McAllister. Becky Roberson, and Lauren Fields

**Annual Meeting Rules** – Rita Michel, CMA (AAMA), Parliamentary Advisor – Rita read the rules that were printed on page 12 of the conference book.

**Election of Officers** – Jane Seelig, CMA-A (AAMA) – There were no nominations from the floor. The nominations were elected by acclamation.

#### **Unfinished Business**

**Adoption of the Proposed Budget** – The proposed budget was printed in the conference book on Pages 26-27. Jackie Vukobratovich, CMA (AAMA), EMT-3 made the motion to adopt the proposed budget for April 2019 year. The motion was seconded by Cate Gardner, CMA (AAMA). The Proposed Budget was approved.

**2019 ISMA Annual Conference Report** – Tammy Daily, CMA (AAMA) There are 89 registered for the conference. Thirteen are students. There are a lot of great vendors. Any questions contact June Brown or Tammy Daily.

**PIPS** – Seasoned member interview – new members – Potentially generate new members. This will be taken up at Post-Conference meeting.

**2020 ISMA Annual Conference Report**- Sandra Johnson, MS, CMA (AAMA), CPC – The conference will be held April 3-5, 2020 at the Abe Martin Lodge located at the Brown County State Park. There will be pamphlets on the tables during the banquet. There will be additional information at the June meeting.

**Council of Past Presidents** – There was a total of \$269 collected this morning from the sale of the stickers. There was a recommendation made to match the money collected by the PIPS. Marjorie Mikesell, CMA (AAMA) made the motion that we accept the recommendation of the PIPS to match funds collected by the PIPS for the general fund to support our charities for the year. 2019 only and revisit this yearly after reviewing our budget and funds. June Brown, RMA seconded the motion. The motion was approved.

**Ways and Means** – Sandra Johnson, MS, CMA (AAMA), CPC – Make plans to visit the Ways and Means table. The drawings will be at the banquet.

#### **New Business**

**Website Development** – Pam Neu, CMA (AAMA) – It was announced that The Indiana Society of Medical Assistants has a Webapp that you can put on your phone. Instructions were given to access the Webapp. The instructions will be printed in the Med-A-Scoop.

**Election of AAMA Delegate (3) and Alternate (1).** – Members planning to attend AAMA Conference 9/13-16, 2019, were asked to stand. There were 5 members nominated. June Brown, RMA made the motion for the nominations be closed and Glennella Bruce, RN, CMA-C (AAMA) seconded the motion. The motion was passed. A vote was taken. The delegates for the National Conference are Dianne Wimsett, CMA (AAMA), Joyce Edds, CMA (AAMA), CPT (ASPT), Rita Michel, CMA (AAMA), and alternate Jeni Begley, CMA (AAMA). A motion was made by Tammy Daily, CMA (AAMA) to destroy the ballots. The motion was seconded by Sandra Johnson, MS, CMA (AAMA), CPC. The motion passed.

**Donations** – Standing Rule #8 indicates that a donation will be made by ISMA to the Maxine Williams Scholarship Fund and the Eva I. Irwin Education Support Fund for each year at the annual meeting. The amount was changed to \$100. The Ivy Reade Relkin Surveyor Fund was added to the list.

**Physician Advisory Board** – At the Pre-Conference board of Directors meeting Dr. Peck was appointed to the ISMA Physician Advisory Board for a three year term joining Dr. Jeff Stidam, who has a two year term remaining and Dr. Scott Guenther who has a one year term to serve.

**2022 National Conference** – We received notification requesting states to host the National Conference in the year 2022. There was discussion about the notification. Karen Pershing, CMA (AAMA) made the motion that ISMA put into National to host the 2022 National Conference. Marianne Hawker Green, CMA (AAMA) seconded the motion. The motion was passed.

#### **Announcements**

Time for head table lineup will be 6:30 pm. Pictures at 6:15 pm.

The meeting was adjourned at 12:25 pm.

Dianne Wimsett, CMA (AAMA)

Recording Secretary



**INDIANA SOCIETY OF MEDICAL ASSISTANTS**  
**BOARD OF DIRECTORS MEETING**  
**Post-conference Board Meeting**  
**April 7, 2019**  
**Evansville, IN**

- Call to Order** President Jane Seelig, CMA-A (AAMA) called the meeting to at 7:02 am.
- Invocation** Chaplain Heidi Sisson, CMA (AAMA) gave the invocation.
- Medical Assistant Creed** Vice President Karen Pershing, CMA (AAMA) led the reciting of the Medical Assistant Creed
- Introductions** President Jane Seelig, CMA-A (AAMA) introduced the elected and appointed officers and directors. She also introduced the Medical Assistant of the Year, Leon Levi Award, Golden Apple Award recipients and honorary members.
- Credentials Report** Jeni Begley, CMA (AAMA), Chair gave the credentials report. There were 28 registered for the meeting with a voting power of 12. A quorum was 7, a majority was 7 and a 2/3 vote was 8.
- Secretary's Report** Dianne Wimsett, CMA (AAMA) – Defer to next meeting.
- Treasurer's Report** Joyce Edds, CMA (AAMA), CPT (ASPT) – Defer to next meeting.
- Presentation of Bills** Jane Seelig, CMA-A (AAMA) – No unbudgeted bills were submitted.
- Correspondence** Paula Schubert, CMA (AAMA), CPT (IAPS), Corresponding Secretary  
No Report
- Officer Reports**  
President – Jane Seelig, CMA-A (AAMA) – No report  
Vice President – Karen Pershing, CMA (AAMA) – No report  
Secretary – Dianne Wimsett, CMA(AAMA) – No report  
Treasurer – Joyce Edds, CMA (AAMA), CPT (ASPT) – No report  
Med-A-Scoop/Website Development – Pam Neu, CMA (AAMA) , MBA – No Report  
Immediate Past President - Clara Poirot, CMA (AAMA) CN-BC –No Report
- Committee Reports**  
**Budget and Finance** – Joyce Edds, CMA (AAMA) , CPT (ASPT) – No Report  
**Bylaws & Standing Rules** – Paula Schubert, CMA (AAMA), CPT (IAPS) – No Report  
**Certification** – Cate Gardner, CMA (AAMA) – No Report  
**Continuing Education** – Karen Pershing, CMA (AAMA) – No Report  
**Council of Past Presidents-** Clara Poirot, CMA (AAMA), CN-BC – There was \$276 raised.  
**Eva I. Irwin CMA (AAMA) Medical Assistant Support Fund** – Sandra Johnson, MS, CMA (AAMA), CPC – No Report  
**Historian** – Dorothy Geiger, CMA (AAMA) – No report  
**ISMA Liaison** – Tammy Daily, CMA (AAMA) – No Report  
**Membership** – Clara Poirot, CMA (AAMA) – No report  
**Mentoring** – Rita Michel, CMA (AAMA) – No Report  
**Procedure Manual** – Marjorie Mikesell – No Report  
**Ways & Means** – Sandra Johnson, MS, CMA (AAMA), CPC – The Ways and Means made \$556. The Student Support Fund made \$619 and the Wounded Warrior made \$313. The total amount made was \$1,488.  
**Website Development** – Pam Neu, CMA (AAMA) No Report

**2019 State Conference – Tammy Daily, CMA (AAMA)**

Marianne Hawker Green, CMA (AAMA) –Before leaving put badges in the basket and your papers in the basket by the door. There are also snacks to take with you when you leave.

2020 State Conference – Sandra Johnson, MS, CMA (AAMA), CPC

The conference will be held at the Abe Martin Lodge at the Brown County State Park.

More information at June meeting.

2021 State Conference - Karen Pershing, CMA (AAMA) - There will be more Information to come.

**District Reports –** Defer to next meeting.

**Unfinished Business -** None

**New Business**

**Election of Executive Board according to Article XII**

Jeni Begley, CMA (AAMA) made the motion to close the nominations and

Marianne Hawker Green, CMA (AAMA) seconded the motion.

Physician – Dr. Jeff Stidham

Two Past Presidents-

Sandra Johnson, MS, CMA (AAMA), CPC

Tammy Daily, CMA (AAMA)

**Roster Corrections and District Information Forms –** Need to be updated.

**Review of standing committees & member suggestions –** None

**Members planning to attend AAMA Conference for HOD committees –** Scarves were discussed.

**Education Fund – National Conference**

There was a motion made by Karen Pershing, CMA (AAMA) to donate \$200 and it was seconded by Joyce Edds, CMA (AAMA), CPT (ASPT). This was approved.

**Announcements**

Shirts – Anyone who wants a Medical Assistant Shirt see Dianne Wimsett, CMA (AAMA)

Cheeseball pickup – 11:30 am.

Med-A-Scoop – Deadline – April 20, 2019.

Permission Slips about what can be published need to be turned in.

Next meeting – June 8, 2019 at Community Hospital South

Executive Board – 10:00 am

Meal – 11:00 am

Workshop – 12 noon – 3:00 pm

Board of Directors Meeting – 3:15

The meeting was adjourned at 7:23 am.

Dianne Wimsett, CMA (AAMA)

Recording Secretary



**ISMA Board of Directors Agenda  
June 08, 2019**

Call to Order	Jane Seelig, CMA-A (AAMA), President
Invocation	Heidi Sisson, CMA (AAMA), Chaplain
Medical Assistant Creed	Karen Pershing, CMA (AAMA), Vice President
Credentials Report	LaTress Woodley, CMA (AAMA), Vice Chair ____ registered ____ voting power <u>7</u> quorum ____ majority ____ 2/3
Introductions	Jane Seelig, CMA-A (AAMA), President
Secretary's Report	Pre-conference Board of Directors Meeting – Dianne Wimsett, CMA (AAMA) Annual Business Meeting Dianne Wimsett, CMA (AAMA) Post-conference Board of Directors Meeting–Dianne Wimsett, CMA (AAMA)
Treasurer's Report	2018-2019 Final Report April 6, 2019 to date Report
Presentation of Bills	Jane Seelig, CMA-A (AAMA)
Correspondence	Paula Schubert, CMA (AAMA), CPT (IAPS) Corresponding Secretary
Officer Reports	President- Jane Seelig, CMA-A (AAMA) Vice President- Karen Pershing, CMA (AAMA) Secretary- Dianne Wimsett, CMA (AAMA) Treasurer- Joyce Edds, CMA (AAMA) CPT (ASPT) Med-A-Scoop/Website Development- Pam Neu, CMA-A (AAMA) MBA Immediate Past President- Clara Poirot, CMA (AAMA), CN-BC
Committee Reports	Budget & Finance- Joyce Edds, CMA (AAMA), CPT (ASPT) Bylaws & Standing Rules- Cate Gardner, CMA (AAMA) Certification- Jeni Begley, CMA (AAMA) Continuing Education-Karen Pershing, CMA (AAMA) Council of Past Presidents-Clara Poirot, CMA (AAMA), CN-BC Eva I Irwin CMA (AAMA) Medical Assistant Support Fund-Sandra Johnson, MS, CMA (AAMA), CPC Historian- Dorothy Geiger, CMA (AAMA) ISMA Liaison-Tammy Daily, CMA (AAMA) Membership- Clara Poirot, CMA (AAMA), CN-BC Mentoring- Rita Michel, CMA (AAMA) Procedure Manual- Paula Schubert, CMA (AAMA) CPT (IAPS) Ways & Means- Sandra Johnson, MS, CMA (AAMA), CPC 2019 State Conference- Tammy Daily, CMA (AAMA) 2020 State Conference – Joyce Edds, CMA (AAMA) CPT (ASPT) 2021 State Conference – Brandi Gaumer, CMA (AAMA)
District Reports	East Central District – Heidi Sisson, CMA (AAMA) First District – Marianne Hawker Green CMA (AAMA) St. Joseph District – Brandi Gaumer, CMA (AAMA) Southeast District – Sandra Johnson, CMA (AAMA), MS, CPC Twelfth District – Rita Michel, CMA-A (AAMA) West Central District – Jeni Begley, CMA (AAMA)
Unfinished Business	Members planning to attend AAMA Conference for HOD committees Delegates and Alternates attire Indiana State Medical Association Annual Conference table Website app promotion
New Business	Election of Nominating Committee Roster Distribution Annual Conference Schedule Annual Banquet program Proposed award for BOD meeting attendance
Announcements	Med-A-Scoop Deadline June 22, 2019 Next meeting August 17, 2019 at Community Hospital South Executive Board Meeting 10:00 am Meal 11:00 am Workshop 12 Noon – 3:00 pm Board of Directors Meeting 3:15 pm
Adjournment	

## ISMA LIAISON REPORT

Our Society will again be represent at the Indiana State Medical Association's 170th Annual Convention to be held in Noblesville, IN at the new Embassy Suites in September. I have talked with them and they will be letting us know the particulars around the middle of May. The dates are September 13-15, 2019, information and plans should be available in the next Med-A-Scoop.

### **New Indiana State Medical Association Online Mobile App to Earn CMEs:**

Indiana State Medical Association members have a new ISMA Online Mobile App launched April 1, 2019, to help with meeting Indian's new continuing medical education (CME) requirements for physicians licensed to prescribe controlled substances. The App is part of ISMA's comprehensive program to educate physicians about the opioid crisis using innovative technology. This is truly a game-changer in making mandatory CME on opioid prescribing and abuse and is free and accessible to all Indiana physicians. For more on Indiana's new CME requirement for physicians licensed to prescribe controlled substances visit- [www.in.gov/pla/4040.htm](http://www.in.gov/pla/4040.htm).

### **ISMA joins AMA in letter to CMS**

Indiana State Medical Association joins the American Medical Association in signing a letter to the Centers of Medicare and Medicaid Services (CMS) to include language about prior authorization (PA) in its 2020 Call Letter to Medicare Advantage Plans. The AMA letter asks CMS to advise plans that they must carefully consider the care delays associated with PA and the resulting impact on beneficiaries and their health and should target PA requirements where they are most needed. The guidance should provide examples of criteria for selective application of PA requirements based on ordering/prescribing patterns that align with evidence-based guidelines and historically high PA approval rates. The information on this will be updated as it is received. See the letter at [www.ismanet.org/pdf/PriorAuthLetter.pdf](http://www.ismanet.org/pdf/PriorAuthLetter.pdf)

Tammy Daily, CMA (AAMA)  
ISMA Liaison



## **ISMA CODING CORNER**

### ***Medical Coding Skills of the Certified Medical Assistant***

This issue, I would like to recognize the skills of a Certified Medical Assistant who transitions to the position of a medical coder. We are all familiar with the AAMA's medical assistant curriculum in the education and training in both administrative and clinical areas of health care. This valuable training gives the CMA (AAMA) abundant employment opportunities in a variety of specialties: Phlebotomy, orthopedics, cardiology, ophthalmology, pediatrics, obstetrics, etc. These positions can be front office or in clinical areas of the office or facility.

As an educator teaching in medical assistant programs as well as a four-year university with a medical coding certificate degree program, I have had the privilege to teach medical coding to students interested in all areas of medical assisting. As all medical assistant educators know, our students comprise a variety of backgrounds coming into our programs. Some have no medical knowledge, coming from industry and other occupations; others have been employed in a medical facility with patient care experience. Many of these students specialize in specific areas of our programs, such as phlebotomy, massage therapy, and insurance specialist/medical coding.

The CMA (AAMA) brings a wealth of administrative and clinical skills to the classroom when specializing in medical coding. The reasons for earning a certificate in medical coding may be the preference for an administrative position. Each semester I have at least one student in a new class that has years of physician office experience, or nursing, that wants to become certified as a medical coder. These students easily adapt to the coding arena because of their work experience, both front office and clinical skills. They are familiar with the terminology, anatomy, pharmacology, and the externship experience to practice the skills they have learned in the medical assisting program. These are skills that enable them to become successful medical coders. A CMA (AAMA) with a medical coding credential, such as the Certified Professional Coder (CPC) offered by the American Academy of Professional Coders (AAPC), opens doors to many specialty areas of medical coding. A CMA (AAMA) can use their talents in a different area of healthcare!

We all want our students and graduates to succeed. Our success is based on their success!

Sandra L. Johnson, MS, CPC, CMA (AAMA)

[sanljohn@ius.edu](mailto:sanljohn@ius.edu)

#### **References:**

American Association of Medical Assistants (AAMA) - [aama-ntl.org](http://aama-ntl.org)  
American Academy of Professional Coders (AAPC) – [aapc.com](http://aapc.com)





# ISMA STATE BOARD MEETING

Calling all District Officers and Members  
**Make a difference as a CMA (AAMA)**

## Let's Work Together to Grow!

**JUNE 8, 2019**

Community Hospital South  
1402 E. County Line Road South  
Indianapolis, IN 46227

Executive Board Meeting 10:00 a.m.  
Lunch 11:00 a.m.  
Sloppy Joes (supplied) -bring a dish to share

Workshop 12:00-3:00 p.m. (NO CHARGE) **3 FREE CEUs**  
State Board Meeting 3:15 p.m.

### Topics to be Presented:

Leadership (National, State, and District)

Your Ideas and Questions: Open forum to share, brainstorm, and ask

Tools for using Excel and Word – bring your own iPad, Tablet, Notebook, &/or  
Computer

E-Blasts

Facebook – your district or submitting to the ISMA Facebook

ISMA WebApp-Know how to download

**“Team Work Makes the Dream Work”**

Questions and Information:

Karen Pershing, CMA (AAMA) ISMA Vice President

[klpershing@aol.com](mailto:klpershing@aol.com)

574.217.5948



## **ANNOUNCEMENT!**

**We have a new WebApp!**

**Android Phones: Using Chrome type in the website address: Insocmedasst.org hit enter and let the website appear. At The bottom of the screen you should be prompted to “add App to your home screen? Tap on it and watch your new WebApp appear!**

**IPhones: Using Safari type in the website address: insocmedasst.org and hit enter. At the bottom of your screen you will see a box with an arrow going up-touch that and scroll over until you see the prompt “add to home screen” tap the words and touch “add” at the top of the screen and watch your WebApp appear.**

**This is so exciting to have the ISMA website at your fingertips!**

**Share with everyone!**

# **DATES TO REMEMBER**

## **2019-2020 ISMA STATE BOARD MEETINGS AND WORKSHOPS**

ALL State Board Meetings will be held at  
**Community Hospital South**  
1402 E County Line Road South  
Indianapolis, IN 46227

### **Med-A-Scoop Deadline**

APRIL 20, 2019  
JUNE 22, 2019  
AUGUST 31, 2019  
DECEMBER 7, 2019  
FEBRUARY 21, 2020

### **Meeting Date**

JUNE 8, 2019  
AUGUST 17, 2019  
NOVEMBER 2, 2019  
FEBRUARY 8, 2020  
APRIL 3-5, 2020

Please mail or e-mail all district news for publication directly to

Pam Neu, CMA (AAMA)  
4805 East 640 South  
Wolcottville, IN 46795  
Cell phone: 260-750-7250  
Email: [msneu@yahoo.com](mailto:msneu@yahoo.com)

### **ADDITIONAL DEADLINES**

Membership Dues	<b><u>December 31, 2019</u></b> to be eligible to vote at ISMA Annual Conference
Medical Assistant of the Year	Nominations by Chapters to President by <b><u>January 1, 2020</u></b> and forwarded to Physician Advisors (3) by <b><u>February 1, 2020</u></b> for judging. Award to be presented at Annual State Conference Banquet.
Leon Levi Award	Nominations to President by <b><u>February 1, 2020</u></b> for judging. Award to be presented at Annual State Conference Banquet.
Golden Apple Award	Nominations to President by <b><u>February 1, 2020</u></b> . Award to be presented at Annual State Conference Banquet.
Nominating Slate (Officers)	Slate of Officers to be presented at the <b><u>February 8, 2020</u></b> State Board Meeting.
Bylaws, Standing Rules, Resolutions	Any proposed changes to Bylaws, Standing Rules, Etc. must be provided to the membership 60 days prior to Annual State Conference ( <b><u>February 3, 2020</u></b> )

# ISMA Officers 2019-2020

## ELECTED

<b>President</b>	Jane Seelig, CMA-A (AAMA) 2905 Two Worlds Dr Columbus IN 47201 812-603-1886 (c) <a href="mailto:ianeseelig@att.net">ianeseelig@att.net</a>	<b>Vice President</b>	Karen Pershing, CMA (AAMA) 52438 Oak Manor Dr Granger IN 46530 574 217 5948 (c) <a href="mailto:klpershing@aol.com">klpershing@aol.com</a>
<b>Recording Secretary</b>	Dianne Wimsett, CMA (AAMA)  1247 Raylee Dr Charlestown IN 47111 812 786 9479 (c) <a href="mailto:d.m.wimsett@hotmail.com">d.m.wimsett@hotmail.com</a>	<b>Treasurer</b>	Joyce Edds, CMA (AAMA) CPT (ASPT) 3416 Pennsylvania Ave Jeffersonville IN 47130 502 523 0743 (c) <a href="mailto:mnedds@aol.com">mnedds@aol.com</a>
<b>Immediate Past Pres</b>	Clara Poirot, CMA (AAMA) CN-BC 629 Monroe Newburgh IN 47630 812 455 6697 (c) <a href="mailto:spiritwind629@hotmail.com">spiritwind629@hotmail.com</a>	<b>Med-A-Scoop Editor</b>	Pam Neu, CMA (AAMA) 4805 East 640 South Wolcottville IN 46795 260 750 7250 (c) <a href="mailto:msneu@yahoo.com">msneu@yahoo.com</a>

## APPOINTED

<b>Corresponding Secretary</b>	Paula Schubert, CMA (AAMA) CPT (IASP) 1620 Peacock Rd Richmond IN 47374 765-462-6642 <a href="mailto:Schubertpaula63@gmail.com">Schubertpaula63@gmail.com</a>
<b>Parliamentary Advisor</b>	Rita Michel, CMA (AAMA) 6710 W 600 N Huntington IN 46750 260 358 7282 (c) <a href="mailto:rmichel@onlyinternet.net">rmichel@onlyinternet.net</a>
<b>Chaplain</b>	Heidi Sisson, CMA (AAMA) 1007 Amsbury Ct Indianapolis IN 46217 317 372 1594 (c) <a href="mailto:hsisson@encompassworld.org">hsisson@encompassworld.org</a>
<b>Historian</b>	Dorothy Geiger CMA (AAMA) 52076 Mallard Pointe Dr Granger IN 46530 574 339 8261 (c) <a href="mailto:Dorothy873@msn.com">Dorothy873@msn.com</a>

# ISMA Committee Chairs 2018-2019

<b>Audit-Financial Reports</b>	Sandra Johnson, MS. CMA (AAMA) CPC
<b>Audit-Minutes</b>	Heidi Sisson, CMA (AAMA)
<b>Budget and Finance</b>	Joyce Edds, CMA (AAMA) CPT (ASPT)
<b>Bylaws and Standing Rules</b>	Cate Gardner, CMA (AAMA)
<b>Certification</b>	Jeni Begley, CMA (AAMA)
<b>Continuing Education</b>	Karen Pershing, CMA (AAMA)
<b>Council of Past Presidents</b>	Clara Poirot, CMA (AAMA) CN-BC
<b>Credentials</b>	June Brown, RMA
<b>Eva I. Irwin CMA (AAMA) Medical Assistant Program Fund</b>	Sandra Johnson, CMA (AAMA), MS, CPC
<b>ISMA Liaison/Public Policy/Affairs</b>	Tammy Daily, CMA (AAMA)
<b>ISMA 2020 Annual Conference</b>	Sandra Johnson, CMA (AAMA) MS, CPC
<b>Mentoring</b>	Rita Michel, CMA (AAMA)
<b>Membership</b>	Clara Poirot, CMA (AAMA) CN-BC
<b>Procedure Manual</b>	Paula Schubert, CMA (AAMA) CPT (IAPS)
<b>Ways and Means</b>	Sandy Johnson, CMA (AAMA), MS, CPC Bruce Johnson, Honorary Member
<b>Website Development</b>	Pam Neu, CMA (AAMA)



## ISMA Chapter Directors 2019-2020

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**Alternate**



**Thank you for  
your service!**

**Official Newsletter of the  
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**Pam Neu, CMA (AAMA), Editor**



***NOTICE– If you have a name or address  
change **PLEASE**  
Notify  
National AAMA at  
1-800-ACT-AAMA or [www.aama-ntl.org](http://www.aama-ntl.org)***

**CHANGE of LOCATION!!**

**Community South Hospital  
1402 E County Line Rd  
Indianapolis IN 46227  
Conference Rooms 1-1908 & 2-1910**