

Indiana Society of Medical Assistants

Med-A-Scoop

March/April
Issue
2016
Conference
Issue

Pearls of Wisdom

This is my last letter as President. I want to thank each of you for the support and encouragement you have given me the last two years. I have enjoyed every minute of it, even the bumps in the road, which truly helps you grow. I have learned a lot over the last two years. I want to encourage others to make that move and get more involved and volunteer, even if it's in your own chapter; it's an experience you will not forget.

Cindy Hunter, Genetic Counselor at IU Health had a great workshop for us on February 20, 2016. We looked at the genetics of cancer, the risk assessment, family history, and the difference in sporadic cancer and inherited cancer.

I hope to see you at our Annual State Conference in Edinburgh, IN on April 22-24, 2016. The East Central District is planning a great Conference for you; we even have time to shop at the Outlet Mall. I hope you make plans to attend the business meeting on Saturday morning and the banquet Saturday evening where your new officers will be installed. Please continue to share information about ISMA to friends and co-workers.

We are still taking recipes for the book if you have one, please send to Sandy Johnson. Santa Bruce is still collecting license plates, if you have any old ones to pass on. Remember our raffle that takes place at the end of the banquet on Saturday; be sure to purchase tickets before the banquet. Who will be the big winner?

Thanks for all your support the last two years.

Joyce Edds, CMA (AAMA) CPT (ASPT)
President



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Medical Assistant Creed

I believe in the principles and purposes of the profession of medical assisting.

I endeavor to be more effective.

I aspire to render greater service.

I protect the confidence entrusted to me.

I am dedicated to the care and well-being of all patients.

I am loyal to my employer.

I am true to the ethics of my profession.

I am strengthened by compassion, courage, and faith.

State Officers

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INDIANA SOCIETY OF MEDICAL ASSISTANTS
Board of Directors Meeting
Harrison College
Brookville Road, Indianapolis IN
Saturday, February 20, 2016

Call to Order: President Joyce Edds, CMA (AAMA), CPT (ASPT) called the meeting to order at 4:19 pm.

Invocation: Cate Gardner, CMA (AAMA) gave the invocation.

Medical Assistants Creed: Clara Poirot, CMA (AAMA) CN-BC led all in reciting of the Creed.

Credentials Report: There were 19 members registered for the meeting. Voting power was 11, 2/3 vote was 8, quorum was 7, and majority vote was 6.

Introductions: President Edds introduced the elected, appointed officers, District Directors and guests.

Honored Member Recognition: Past Indiana Society Presidents, Medical Assistants of the Year, Leon Levi Award Recipients, Golden Apple Award Recipients, and Life members were recognized. No Honorary members were present.

Secretary Report: Jane Seelig, CMA-A (AAMA) indicated the minutes were published in the Med-A-Scoop. There were no corrections

Treasurer's Report: Deferred until the next meeting.

Presentation of Bills: The Historian presented a bill for the printing of photos.

Motion: Tammy Daily, CMA (AAMA) moved that the bill for the historian be authorized for payment. This was for pictures ordered and taken for the President's Book. Motion was approved unanimously.

Correspondence: Letter of appreciation from the Wounded Warrior Project for the two donations made in 2015 \$554.00 in June and \$100.00 in August.
Email from Kathy Langley AAMA Director of Board Services on behalf of Rebecca Walker, CMA (AAMA), CPC thanking for donations made to the Maxine Williams Scholarship Fund and Ivy Reade Relkin Surveyor's Training Fund and requesting donations become a society budgeted item. A certificate from the AAMA Fund Team was received for our donation to the Maxine Williams Scholarship Fund.
Email with information regarding the BOT meeting held in Chicago February 5-6.

Officer Reports: **Pam Neu, CMA (AAMA) Med-A-Scoop Editor** –The Med-A-Scoop was sent out on time to all members and additional pages were added for the email copies sent and the webpages. This was done to save mailing costs and hopefully stimulate more people taking the email copies over the paper copies.

Bylaws No report

Certification: Recognition of newly certified and recertified members will be done at the conference.

Continuing Ed: **Clara Poirot, CMA (AAMA)** reported that there were 20 members present for the presentation today.

Website Development **Pam Neu, CMA (AAMA)** The website is up-to-date and the new conference material will be added as soon as possible.

Membership **Jeni Begley, CMA (AAMA)** reported our current membership is 1,066.

Procedure Manual No report

ISMA Liaison **Tammy Daily, CMA (AAMA)** The AMA Interim meeting in November established a task force and advocacy campaign to make prescription drugs more affordable. The new policy calls for a ban on advertising directly to patients. The BMV published a new disability form. Old applications will not be accepted after 12/15/15. The main change is that physician certification is not required for persons with lower limb loss and how a physician can indicate that an individual is no longer permanently disabled. ISMA will focus on the use of INSPECT as a tool to be used at the discretion of each prescriber rather than legislated mandate. PQRS will have the last reporting year in 2016 with 2018 the last year for penalties.

Eva I Irwin CMA (AAMA) Education Support Fund	Sandra Johnson, MS, CPC, CMA (AAMA) reported that the application deadline is in March 1 with the presentation in April at the conference.
Ways and Means:	Sandra Johnson, MS, CPC, CMA (AAMA) reported raffle proceeds were \$122.00 and sock sale for \$6.00 for a total of \$128.00. Chapters are reminded to bring their theme basket to conference as this is our biggest fund raising event.
2016 State Conference	Jane Seelig, CMA-A (AAMA) announced that the conference will be held April 22-24, 2016 at the Hilton Garden Inn in Edinburgh IN. The conference schedule, registration form and hotel reservation information were distributed. Badge ribbons were ordered and should arrive next week. The chapter is working hard to assure an awesome weekend from start to conclusion. Remember pink loungewear for the Welcome Party to benefit Indiana Women in Need an organization which supports cancer victims.
2017 State Conference	Jeni Begley, CMA (AAMA) reported that the conference will be held in Lafayette at the Holiday Inn City Centre April 21-23, 2017. The theme is "Make Your CMA Sizzle". Rooms will be \$130.00 per night and reservations can be made by calling 765 420 1505 and ask for the American Association of Medical Assistants rate.
2018 State Conference	Pam Neu, CMA (AAMA) they are working on site selection.
Chapter Reports	
East Central District	Michelle Bray CMA (AAMA) , Director reported the chapter is working on the 2016 Annual Conference. The next meeting will be April 2, 2016 with a workshop on Nephrology and new officers will be nominated. May 14, 2016 will be the Installation of Officers, site to be determined. The chapter has 311 members.
First District	Tammy Daily, CMA (AAMA) Director reported that at the December meeting was a Christmas Party at Ivy Tech Campus. Celebrations included a catered meal and an ornament exchange. The January 12, 2016 speaker was Cory Bowling from Deaconess Cross Pointe on QPR (Question, Persuade and Refer) to help during a suicidal crisis. The February speaker was Dr. Sunaina Bhateja regarding Chronic Fatigue. The March speaker will be Dr. James Waller with an update on Colon and Rectal Cancer. They have 162 members. There will be 14 Ivy Tech students attending the 2016 Annual Conference due to their own fundraising.
St. Joseph District	Karen Pershing CMA (AAMA) Director reported that the December speaker was Jan Hailey, CMCO, CMC, CMIS, CMOM with an update on HIPPA and reimbursement and coding changes for 2016. On February 6 the speaker was Vincent Henderson MD President of Beacon Medical Group on how physicians count on CMA's. The Spring Workshop will be held March 5 at Elkhart General Hospital with 6 CEUs offered. Monthly meeting are held at Memorial Home Care, Douglas Road in South Bend. They have 194 members.
Southeast District	Dianne Wimsett, CMA (AAMA) Director reported a Christmas party was held at Joyce Edds' house. The chapter donated \$250 to Colgate Cares. The funds were used to fee 65 people Christmas lunch. They have 95 members.
Twelfth District	Pam Neu, CMA (AAMA) Director reported that their Christmas party speaker discussed Healthy Eating. The February speaker was Dr. Lauren Warner regarding wise choices of vitamins on the market.
West Central District	Jenifer Begley CMA (AAMA) Director reported that they had a Christmas party at Harrison College in Lafayette. The next meeting is March 5. They have 128 members.
Unfinished Business	None
New Business	
Nominating Committee	Dianne Wimsett, CMA (AAMA) presented the slate of officers. President Clara Poirot, CMA (AAMA) CN-BC Vice President Jane Seelig, CMA-A (AAMA) Recording Secretary Jenifer Begley, CMA (AAMA) Treasurer Rita Michel, CMA (AAMA) Med-A-Scoop Editor Pam Neu, CMA (AAMA)

ISMA Convention The Indiana State Medical Association Convention is 9/24-25/16 at the Sheraton North.

Motion Jane Seelig, CMA-A (AAMA) moved that \$1,000.00 be approved to assure our presence at the convention and in the convention booklet.
Motion was approved unanimously.

Announcements Reports are due to President Edds by April 1, 2016 for the Annual Business Meeting Book.
Med-A-Scoop deadline is March 1, 2016.
Please advise Cate Gardner, CMA (AAMA) about any members who have passed away during the last year.
The next meeting is April 22, 2016 in Edinburgh.

Adjourn: The meeting adjourned at 5:09 pm

Jane B. Seelig, CMA-A (AAMA)
Recording Secretary

ISMA Corner:

The Indiana Prescription Drug Abuse Prevention Task Force was created in 2012 by Indiana’s Attorney General Greg Zoeller and he continues to serve as co-chair. The Task Force was created to bring all the different stakeholders – law enforcement, the medical community, policy makers – to the table so they could come up with real, comprehensive solutions to address the challenging issues of the opioid epidemic, reduce prescription drug abuse and ultimately save Hoosier lives. One of the first missions of the Task Force was to find ways to encourage safe pain management. The CDC lists Indiana among the top 10 states where the highest amount of opioid painkillers are prescribed.

Experts and medical professionals on the Task Force have created a toolkit for physicians (www.ismanet.org/go/BPtoolkit) on safe effective management of chronic pain, with an emphasis on improving functionality rather than masking pain. The kit helped inform development of updated opioid prescribing rules by the Medical Licensing Board in 2014. All physicians are urged to use INSPECT, the state’s prescribing database, to be sure patients are not “doctor shopping and at risk for addiction.

The Task Force will continue to focus on increasing access to integrated addiction treatment programs as well as encouraging wider use of INSPECT. Also an important part since its formation is Public Education about the prevalence and dangers of prescription drug abuse, especially since a national drug survey reported 55 percent of abusers say they get their drugs from friends and family.

The Indiana State Medical Association continues to work with the Task Force and other stakeholders to improve on Indiana’s opioid epidemic.

Tammy Daily, CMA (AAMA) Liaison

ABOUT INSPECT

An INSPECT report summarizes the controlled substances a patient has been prescribed, the practitioner who prescribed them and the dispensing pharmacy where the patient obtained them.

Contact Us

Professional Licensing Agency Attn: INSPECT Program 402 W. Washington Street, Room W072
Indianapolis, Indiana 46204 Phone Number: 317-234-4458 Fax: 317-232-2115
E-mail: inspect@pla.in.gov

Helpdesk Support: (844) 446-4767 INSPECT Helpdesk E-mail: INRxReport@appriss.com
Office Hours: 8:00 a.m. to 4:30 p.m. Monday through Friday*

*<http://www.in.gov/pla/inspect/2338.htm>

**Pre-Conference Agenda
ISMA Board of Directors
April 22, 2016**

Call to Order	Joyce Edds, CMA (AAMA) CPT (ASPT), President
Invocation	Cate Gardner, CMA (AAMA), Chaplain
Medical Assistant Creed	Clara Poirot, CMA (AAMA), Vice President
Credentials Report	Marianne Hawker, CMA (AAMA) Chairman
Introductions	Joyce Edds, CMA (AAMA) CPT (ASPT)
Secretary Report	Jane Seelig, CMA-A (AAMA) Recording Secretary
Treasurer Report	Rita Michel, CMA (AAMA), Treasurer
Presentation of Bills	
Correspondence	Sandra Johnson, MS, CMA (AAMA) CPC
Officer Reports	President- Joyce Edds, CMA (AAMA) CPT (ASPT) Vice President-Clara Poirot, CMA (AAMA) Secretary- Jane Seelig, CMA-A (AAMA) Treasurer- Rita Michel, CMA (AAMA) Med-A-Scoop- Pam Neu, CMA (AAMA) Past President- Jeni Begley, CMA (AAMA)
Committee Reports	Budget & Finance- Rita Michel, CMA (AAMA) Bylaws & Standing Rules- Rita Michel, CMA (AAMA) Certification- Sandra Johnson, MS, CMA (AMA) CPC Continuing Education- Clara Poirot, CMA (AAMA) Council of Past Presidents- Jeni Begley, CMA (AAMA) Historian- Dianne Wimsett, CMA (AAMA) ISMA Liaison- Tammy Daily, CMA (AAMA) Membership- Tammy Daily, CMA (AAMA) Nominating Committee- Marianne Hawker, CMA (AAMA) Procedure Manual- Jane Seelig, CMA-A (AAMA) Scholarship- Sandra Johnson, MS, CMA (AAMA) CPC Ways & Means- Sandra Johnson, MS, CMA (AAMA) CPC Website Development- Pam Neu, CMA (AAMA) 2016 State Conference- Jane Seelig, CMA-A (AAMA) 2017 State Conference- Jeni Begley, CMA-A (AAMA) 2018 State Conference- Pam Neu, CMA (AAMA)
Chapter Reports	East Central District- Michelle Bray, CMA (AAMA) First District- Tammy Daily, CMA (AAMA) St. Joseph District- Karen Pershing, CMA (AAMA) Southeast District- Dianne Wimsett, CMA (AAMA) Twelfth District- Pam Neu, CMA (AAMA) West Central District- Jeni Begley, CMA (AAMA)
Unfinished Business	2016 proposed budget-Rita Michel-Treasurer
New Business	
Announcements	
Adjournment	

AGENDA
Indiana Society of Medical Assistants
60th Annual Business Meeting
April 23, 2016
Edinburgh, IN

Call to Order:	Joyce Edds, CMA (AAMA), CPT (ASPT) President
Invocation:	Cate Gardner, CMA (AAMA), Chaplain
Medical Assistants Creed:	Clara Poirot, CMA (AAMA), Vice President
Introduction of Officers and Guests:	Joyce Edds, CMA (AAMA), CPT (ASPT), President
Conference Report:	Jane Seelig, CMA-A (AAMA), Conference Chair
Credentials Report:	Marianne Hawker, CMA (AAMA), Credentials Chair
Additions/Corrections to Agenda:	Joyce Edds, CMA (AAMA), CPT (ASPT), President
Reading of Rules:	Cate Gardner, CMA (AAMA), Parliamentarian
Introduction of Tellers, Pages and Timekeeper:	Joyce Edds, CMA (AAMA), President
Adoption of Conference Program:	Cate Gardner, CMA (AAMA), Conference Chair
Correspondence:	Sandra Johnson, MS, CMA (AAMA), CPC, Corresponding Sec.
Secretary Report:	Jane Seelig, CMA-A (AAMA)
Report of Minutes Audit Committee:	Paula Schubert, CMA (AAMA) CPT
Treasurer Report:	Rita Michel, CMA (AAMA), Treasurer
Report of Financial Audit Committee:	Pam Neu, CMA (AAMA)
Report of Nominating Committee:	Marianne Hawker, CMA (AAMA), Chair
Instructions to Voters:	Cate Gardner, CMA (AAMA), Parliamentarian
Instructions to Teller:	Cate Gardner, CMA (AAMA), Parliamentarian
Election of Officers:	Joyce Edds, CMA (AAMA), CPT (ASPT) President
Supplemental Reports of Standing Committees:	
Unfinished Business	
Proposed Budget	Rita Michel, CMA (AAMA), Treasurer
2016 ISMA State Conference	Jane Seelig, CMA-A (AAMA), Chair
New Business	
Election of AAMA Delegates	Joyce Edds, CMA (AAMA), CPT (ASPT) President
Recertification	Sandra Johnson, MS, CMA (AAMA), CPC, Chair
Presentation of Bills	Joyce Edds, CMA (AAMA), CPT (ASPT) President
Announcements	Joyce Edds, CMA (AAMA), CPT (ASPT) President
Adjournment	To reconvene for Awards Banquet and Installation of Officers

ISMA CODING CORNER

If you did not attend the February 20 ISMA workshop, you missed a great speaker and a topic on her area of expertise: genetic cancer risk assessment.

Cindy Hunter, MS, CGC, is a licensed genetic counselor at Indiana University Health Physicians' Department of Medical and Molecular Genetics. Her presentation included history and statistics of all cancers, but in particular, breast, ovarian, and colorectal cancers.

Genetic testing is the analysis of a particular gene, looking for a change in the gene which causes it to be non-functional (e.g., a mutation). Genetic testing and counseling are becoming more prevalent as individuals with a personal or family history features suggestive of a genetic cancer susceptibility condition seek information relative to that hereditary condition, any associated genetic factors, and available medical management options.

We are reminded that cancer is caused by multiple factors acting together or in sequence.

External factors: Tobacco use, infectious organisms, unhealthy diet

Internal factors: Inherited genetic mutations, hormones and immune conditions

Current Procedural Terminology (CPT) contains multiple test panels for genetic testing located under Molecular Pathology in the Pathology/Laboratory section. Some of the more common ones are as follows:

BRCA1 specific site analysis – CPT code range 81211, 81213, 81215, 81217

BRCA Ashkenazi Jewish founder mutations (a panel of 3 specific mutations accounting for the vast majority of hereditary breast and ovarian cancer in this population group) – CPT code ranges 81211, 81212, 81213

BRCA1 specific site – when the familial mutation has already been identified in the family - CPT code – 81215

BRCA2 specific site - CPT code 81217

Lynch Syndrome – the most common hereditary colorectal cancer syndrome – CPT code range – 81292, 81295, 81298, 81294, 81297, 81300, 81403, 81317, 81319

APC and MYH – the most common forms of hereditary colon polyposis (a condition characterized by the presence of numerous internal polyps, especially a hereditary disease (familial adenomatous polyposis) that affects the colon and in which the polyps may become malignant) – CPT code range for APC 81201, 81203; for MYH 81403

As always in coding, code selection is based on medical documentation related to a specific site, condition, and/or diagnosis.

My thanks to Cindy Hunter for this presentation as well as her contribution in providing CPT codes for these test panels for this article.

Sandra Johnson, MS, CPC, CMA (AAMA)
sanljohn@ius.edu



2016 ISMA Conference Schedule

All activities will be in the Ballroom unless otherwise specified

Friday, April 22, 2016

3:30 pm	Registration open
4:30 pm	Pre-conference Board Meeting Meeting Room D
6:15 pm	Welcome followed by Dinner during workshops
6:30 pm-8:00 pm	Workshop #1 Indiana Women in Need (1.5 CEUs)
8:00 pm-9:30 pm	Workshop #2 Massage Therapy (1.5 CEUs)
9:45 pm-???	Pink Pajama or Loungewear Party with games and raffles



Saturday, April 23, 2016

Exhibits open until 3:00 pm

6:00 am	Registration open
6:30 am	Breakfast buffet Special PIPS seating
7:15 am-7:45 am	Registration for Annual Business Meeting
8:00 am – 9:30 am	Annual Business Meeting followed by Chapter Door Prize Drawing
9:00 am	Exhibits open
9:45 am – 10:45 pm	Workshop #3 Employer Professional Expectations (1 CEU)
11:00 am – 1:00 pm	Workshop #4 Criminal Investigation & Prescription Fraud (2 CEUs)
1:00 pm – 2:00 pm	Workshop #5 Obtaining Closure: Dealing with Grief (1 CEU)
2:00 pm – 6:00 pm	Free time to shop, enjoy the surroundings and relax
3:00 pm	Exhibits close
6:00 pm	Cocktails
6:30 pm - 8:00 pm	Awards/Installation Banquet Entertainment – Mike Sullivan, DJ
8:00 pm - ?????	Presidents Party with DJ Games and Dance Contest



Sunday, April 24, 2016

7:00 am	Breakfast buffet
8:45 am – 11:45 am	Workshop #6: Mock Medical Trial (3 CEUs)
11:45 am – 12:30 pm	Post Conference Board Meeting



**Hotel Reservations for 2016 ISMA Conference
April 22-24, 2016
Hilton Garden Inn Columbus/Edinburgh
12210 N Executive Drive
Edinburgh IN 46124
812 526 8600
Fax 812 526 9337**

**Our Room Rates: \$126.00 Two Double Beds
 \$136.00 Suite
 Maximum of four persons per room**

1. Call 1-877-STAYHGI
2. Inform the reservation agent that you would like to book a group reservation at the Hilton Garden Inn Columbus/Edinburgh
3. Ask for group code C-ISM.
4. Provide your arrival and departure dates to the agent, as well as your name, address information and a credit card for guarantee. (Can pay cash at arrival, but must provide a credit card to guarantee the room)
5. Please inform the reservation agent of the total number of adults (anyone over the age of 18). It is important that we have an accurate count per room.
6. If you wish to receive a confirmation e-mail, a valid e-mail address must be provided to the agent.
7. Any questions or concerns regarding the availability of rooms should be directed to Angela Straub, Director of Sales or Daniel Arnold, General Manager at 812-526-8600.

The group cutoff date is April 1, 2016. We will continue to accept reservations after that date, but the group rate will not be honored. I provided the central reservations number for your group because they use a different system than we do on property, and it is much faster to book a group reservation through them than through the hotel. **Please encourage your attendees to use 1-877-STAYHGI to make their reservations. The hotel will not give credit to the group for anyone booking outside of the group block.**



**RESERVATIONS: April 1, 2016
1-877-STAYHGI**

**DON'T FORGET YOUR CHAPTER/DISTRICT'S
THEME BASKET FOR WAYS & MEANS
STATE CONFERENCE APRIL 22-24, 2016
THE HILTON GARDEN INN
EDINBURGH, INDIANA**



**CHOOSE YOUR THEME – RELAXATION, WINE/CHEESE, MOVIE,
GARDENING, ETC. THE CHOICE IS YOURS!**

(Value of basket must be at least \$50)

Bring to Ways & Means area Saturday morning, April 23, 2016



Santa Bruce will be waiting!

Special Raffle to Support Wounded Warriors

INDIANA SOCIETY OF MEDICAL ASSISTANTS
59th Annual Business Meeting
Essenhaus Inn
Middlebury IN
Saturday, April 25, 2015

Call to Order: President Joyce Edds, CMA (AAMA) CPT (ASPT) called the meeting to order at 10:45 a.m.

Invocation: Cate Gardner, CMA (AAMA) gave the invocation.

Medical Assistants Creed: Clara Poirot, CMA (AAMA), led all in reciting of the Creed.

Introductions: President Edds introduced the elected, appointed officers and District Directors.
The Past ISMA Presidents were recognized.
The Medical Assistant of the Year recipients were recognized.
The Leon Levi Award recipients were recognized.
The Golden Apple Award recipients were recognized.
No Life or Honorary members were present.
Debby Houston, CMA (AAMA) CPC, AAMA Vice- Speaker of the House and AAMA Representative was introduced.

Conference Report: Marlena Parmley, CMA (AAMA), Conference Chair gave report for the conference. The conference had 57 registrations, 43 Full registrations, 8 student registrations, 5 registrations for Saturday only and 2 spouse registrations.
She announced that tickets were available for the Menno-Hof if anyone was interest in returning to the area. Also the bird houses built by Santa Bruce would be auctioned after the conclusion of the chapter basket drawing on Saturday evening.
A piece of apparently lost jewelry was found in the restroom.

Credentials Report: Marianne Hawker, CMA (AAMA) reported 41 members were registered, 34 were eligible to vote. A 2/3 vote was 23 and quorum and majority vote was 18. The report was accepted by general consensus.

Agenda correction: Middlebury IN, not Mulberry IN.

Reading of Rules: Cate Gardner, CMA (AAMA) read the Annual Meeting Rules with a date correction of April 25, 2015.

Introduction of Tellers, Pages, And Timekeeper: Head Teller: Dianne Wimsett, CMA (AAMA); Tellers: Terah McDaniel, Kara Dauby, Eleanor Ryan. Pages: Krystle New, Tiffany Seib, Taylor Talbert, Holly Talbert, Makisha Dowdell. Recognition that the tellers and pages are all students. Timekeeper: Tammy Daily, CMA (AAMA)

Instructions to Tellers: Cate Gardner, CMA (AAMA) read instructions to the Tellers.

Instructions to Pages: Cate Gardner, CMA (AAMA) read instructions to the Pages.

Adoption of Conference Program and Book: Marlena Parmley, CMA (AAMA), presented the program and booklet for the conference.

Motion: Marjorie Mikesell, CMA (AAMA) moved that the Conference Booklet be adopted as printed. The motion passed unanimously.
Appreciation was expressed for the work and preparation for the conference by President Edds.

Correspondence: None

Secretary Report: None

Report of Minutes Audit Committee: Published in the Med-A-Scoop and conference booklet.

Treasurer Report: Published in the conference booklet

Report of Financial Audit Committee: Published in the conference booklet. Final report will be presented at the June Board of Directors meeting when the books are closed.

Report of Nominating Committee: Marianne Hawker, CMA (AAMA) Chair presented the slate for 2015 and 2016:
President: Joyce Edds, CMA (AAMA), CPT (ASPT)
Vice President: Claraellen Poirot, CMA (AAMA)
Recording Secretary: Jane Seelig, CMA-A (AAMA)
Treasurer: Paula Schubert, CMA (AAMA), CPT (IAPS)
Med-A-Scoop/Website: Pam Neu, CMA(AAMA)
Credentials to run for office have been verified and found to be in order.

Motion: Marjorie Mikesell, CMA (AAMA) moved that the presented slate of officers be elected by acclamation. The motion passed unanimously.

Introduction of Officers: Newly elected officers were introduced.

Supplemental Reports: Published in Conference book.

Unfinished Business: Bylaws Committee chair Rita Michel, CMA (AAMA) reported that with editorial and compliance changes the ISMA Bylaws were accepted and approved by the AAMA Bylaws committee. They are posted on the website.

Proposed Budget: The proposed budget was printed in the conference book. Sandra Johnson, CMA (AAMA), CPC identified that the proposed budget was balanced with proposed income of \$16,000 and expenses of \$16,000.

2016 State Conference: Jane Seelig, CMA-A (AAMA) presented the report for the 2016 Conference at the Hilton Garden Inn in Edinburgh IN April 22-24, 2016. The theme is "CMAs after Hours". The Annual Business meeting will be on Saturday morning and a possible 9 CEUs will be available. Save your money for shopping at the nearby outlet mall and/or the antique mall.

New Business: Election of Delegates: Indiana has four delegates and one alternate to send to the National Conference. Joyce Edds, CMA (AAMA) CPT (ASPT), and Clara Poirot, CMA (AAMA) will be first and second delegates. Paula Schubert, CMA (AAMA), CPT (IAPS), Tammy Daily, CMA (AAMA), Rebecca Norman, CMA (AAMA), CMBS, and Jeni Begley, CMA (AAMA) were nominated. Sandra Johnson, CMA (AAMA), CPC was nominated, but withdrew her name. Tammy Daily, CMA (AAMA), and Paula Schubert, CMA (AAMA) CPT (IAPS) were elected as delegates with Rebecca Norman, CMA, (AAMA) CMBS as alternate delegate.

Announcements: Cate Gardner, CMA (AAMA) announced that the head table line up will be at 7:00 pm. Sandra Johnson, CMA (AAMA) CPC asked that the incoming officers meet with her briefly at the conclusion of the meeting. Tammy Daily, CMA (AAMA) announced that the PIPs are selling stickers to benefit the general fund at \$1.00 each. Marjorie Mikesell, CMA (AAMA) announced that ordered flowers are available for pick up at the registration desk.

Chapter Door Prize Drawings

First District	Tammy Daily, CMA (AAMA)
West Central	Nancy Latta, CMA (AAMA)
Twelfth District	Rita Michel, CMA (AAMA)
St Joseph District	Deb Vida, CMA (AAMA)
Southeast District	Dianne Wimsett, CMA (AAMA)
East Central District	Rebecca Norman, CMA (AAMA), CMBS (presented to Debby Houston, CMA (AAMA) CPC

The meeting was recessed at 11:40 a.m.

7:15 p.m. Annual Business Meeting reconvened

Evening music was provided by Anna Hagen. Two CDs of her music was raffled and won by Cate Gardner, CMA (AAMA) and Barb Mochel, CMA (AAMA).

Motion: Marjorie Mikesell, CMA (AAMA) moved to destroy the ballots. The motion passed unanimously.

Motion: Tammy Daily, CMA (AAMA) moved to adopt the proposed budget. The motion passed unanimously.

Vendor Drawings: Nancy Lotta won the Chocolates raffled by Barb Mochel, CMA (AAMA) Jackie Rinehart won the Mische Bag raffle item donated by Melinda Reynolds. Marianne Hawker, CMA (AAMA) won the Nerium raffle item donated by Tammy Unger, CMA (AAMA).

The Eva I Irwin, CMA (AAMA) Medical Assisting Program Support Fund:	Sandra Johnson, CMA (AAMA), CPC provided information and history behind the award. Checks for \$250.00 and certificates were presented to Ivy Tech Community College-Ft Wayne instructor Deeann Knox, RN, BSN and Sherry Braye, CMA (AAMA) instructor at Ivy Tech Community College-Evansville.
Life Membership	Life Membership was awarded to Tammy Daily, CMA (AAMA) in recognition of her outstanding contributions to all three levels of AAMA and the medical assisting profession.
New Certified MAS Recertified MAS	Sandra Johnson, CMA (AAMA), CPC recognized the CMAs who recertified since April, 2014: Deborah Hyneman, Jane Seelig, Marlana Parmley, Debra Vida, Karen Pershing, Shelly Temple, Carol Edmonds, Laura Gruntman, Joyce Edds, Rita Michel and June Geiger and the members who are new CMAs: Jeri Hatcher and Leeanne Foulk.
Installation:	Sandra Johnson, CMA (AAMA), MS, CPT installed our new officers: Joyce Edds, CMA (AAMA), CPT (ASPT) as President, Clara Poirot, CMA (AAMA) Vice President, Jane Seelig, CMA – A (AAMA), Recording Secretary, Paula Schubert, CM A(AAMA), CPT (IAPS), Treasurer, and Pam Neu, CMA (AAMA) Med-A-Scoop/Website
Presentation of Gifts:	Debbie Houston, CMA (AAMA), CPC AAMA Representative presented Joyce Edds, CMA (AAMA), CPT (ASPT) with a Cardinal decorated bag and stuffed black bear.
Memorial Service:	Chaplin Cate Gardner, CMA (AAMA) provided a memorial service for Mary Main a member of the St Joseph chapter who passed away recently.
Presentation of Gifts:	Clara Poirot, CMA (AAMA) presented Joyce Edds, CMA (AAMA), CPT (ASPT) with a Vera Bradley purse and wallet from the Board of Directors. Joyce Edds, CMA (AAMA), CPT (ASPT) presented Debby Houston, CMA (AAMA) CPC, AAMA Representative with an Indiana shaped cutting board, cinnamon red hots and Appreciation for a successful conference was expressed by the membership.
Adjourned:	President Edds adjourned the meeting at 8:30 pm.
Jane Seelig, CMA-A, (AAMA) Recording Secretary	

DATES TO REMEMBER

2016-2017 ISMA STATE BOARD MEETINGS AND WORKSHOPS

ALL State Board Meetings will be held at
Harrison College
Main Medical Campus
8150 Brookville Rd., Indianapolis, IN 46239

Meeting Dates
June 25, 2016
August 27, 2016
November 5, 2016
February 11, 2017

Med-A-Scoop Deadline
April 5, 2016
June 7, 2016
September 15, 2016
December 21, 2016

**Official Newsletter of the
Indiana Society of
Medical Assistants, Inc.**

*An Affiliate of the American Association of
Medical Assistants*

Pam Neu, CMA (AAMA), Editor
4805 E 640 S
Wolcottville, IN 46795

Return Service Requested



**NOTICE– If you have a name or address change PLEASE Notify
National AAMA at
1-800-ACT-AAMA or www.aama-ntl.org**

Directions to Harrison College-Medical Campus
8150 Brookville Road
Indianapolis, IN 46239

From the North

Take I-465 East (turns into I-465 South) to the Brookville Road (Hwy 52) Exit 47. Turn right (East) onto Brookville Road. Go through one stoplight. Turn left at the second light and right onto the road behind the gas station. This leads into the school parking lot. Enter the building at the door on the far right.

From the West

Take I-465 South (turns into I-465 East) to the Brookville Road (Hwy 52) Exit 47. Turn right (East) onto Brookville Road. Go through one stoplight. Turn left at the second light and right onto the road behind the gas station. This leads into the school parking lot. Enter the building at the door on the far right.

From the East

Take I-465 South to the Brookville Road (Hwy 52) Exit 47. Turn right (East) onto Brookville Road. Go through one stoplight. Turn left at the second light and right onto the road behind the gas station. This leads into the school parking lot. Enter the building at the door on the far right.

From the South

Take I-465 East to the Brookville Road (Hwy 52) Exit 47. Turn right (East) onto Brookville Road. Go through one stoplight. Turn left at the second light and right onto the road behind the gas station. This leads into the school parking lot. Enter the building at the door on the far right.