

★ Med-A-Scoop ★

May/June 2022

Hello ISMA Members,

Happy Spring!!

I hope that you have been enjoying the Spring days in which the days are getting warmer.

We were able to have our Annual Board Meeting in-person on the weekend of April 22-24, 2022, in Mishawaka, Indiana. This was the first in person meeting for our state society since COVID. St. Joseph District hosted the Conference. I want to thank the members of the St. Joseph District for hosting a wonderful and informative Conference. Our National Representative was Rebecca Surratt Eldridge, CMA (AAMA), AAS, Trustee, from North Carolina.

We will be having our next meeting, which will be our final virtual meeting on Saturday, June 11, 2022. Mark your calendars for our 2023 State Conference to be held April 28-30, 2023, at the Hilton Garden Inn, Edinburgh, Indiana. The theme is "Mother Nature and Today's Medicine." The Conference will be hosted by the East Central and Southeast Districts.

Remember this is your organization and together we can all **"Reach for the Stars"** as a Certified Medical Assistant.

Dianne M. Wimsett, CMA (AAMA)
ISMA 2022-2024 President



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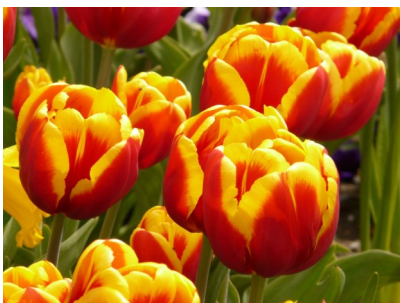
Indiana State Medical Assistants Code of Ethics

E is for Endeavor in our duties
 T is for Truthfulness in all we do
 H is for Helpfulness to others
 I is for Integrity in our work
 C is for courteous treatment to all
 S is for sincerity in our purpose
 Put them all together they spell ETHICS, A
 WORD WE MUST UPHOLD TO ATTAIN
 OUR GOAL

J. Marie Theobald Wilhite

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 people.
 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:

President

Dianne Wimsett, CMA (AAMA)
Charlestown, IN 47111
E-mail: d.m.wimsett@hotmail.com

Vice President

Paula Schubert, CMA (AAMA), CPT
(IAPS)
Richmond, IN 47374
E-mail: schubertpaula63@hotmail.com

Recording Secretary

Joyce Edds, CMA (AAMA), CPT
(ASPT)
Jeffersonville, IN 47130
mnedds@aol.com

Immediate Past President

Karen Pershing, CMA (AAMA)
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Treasurer

Heidi Sisson, CMA (AAMA)
Indianapolis, IN 46217
hsisson@encompassworld.org

**Med-A-Scoop Editor
Website**

Pam Neu, CMA (AAMA), MBA
Wolcottville, IN 46795
E-mail: msneu@yahoo.com

District Directors:

East Central

Katja (Kit) Stine, CMA (AAMA)
Greenfield, IN 46140
Katjalee@live.com

First District

Clara Poirot, CMA (AAMA), CN-BC
Newburgh, IN 47630
E-mail: spiritwind629@hotmail.com

Southeast District

Sandra Johnson, CMA (AAMA), CPC,
CCS-P
Charlestown, IN 47111
E-mail: sanljohn@ius.edu

St. Joe District

Brandi Gaumer, CMA (AAMA)
N. Liberty, IN 46554
E-mail: Blauderback86@gmail.com

Twelfth District

Rita Michel, CMA (AAMA)
Huntington, IN 46750
E-mail: remichel49@gmail.com

West Central District

Jeni Begley, CMA (AAMA)
Delphi, IN 46923
E-mail: jeni_cma@comcast.net



ISMA Physician Advisors

2022-2023

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

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

William Pond, MD
Anesthesiologist
Fort Wayne, 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

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 profession in improving public relations;
- Encourage and assist medical assistants in forming component chapters.

**INDIANA SOCIETY OF MEDICAL ASSISTANTS
PRE-CONFERENCE BOARD MEETING
April 22, 2022**

Call to Order	President Karen Pershing, CMA (AAMA), called the meeting to order at 5:54 pm.
Invocation	Joyce Edds, CMA (AAMA), CPT (ASPT), Chaplain, opened our meeting in prayer.
Medical Assistant Creed	Vice President Dianne Wimsett, CMA (AAMA), led us in the creed.
Credentials Report	Jane Seelig, CMA-A (AAMA), gave the credentials report. There were 17 registered, a voting power of 10, quorum of 7, a majority of 6 and a 2/3 vote of 7.
Introductions	President Karen Pershing, CMA (AAMA), introduced the officers.
Secretary's Report	Recording Secretary Heidi Sisson, CMA (AAMA) - The February 22, 2022, minutes were printed in the Med-A-Scoop and there were no additions or corrections.
Treasurer's Report	Treasurer Paula Schubert, CMA (AAMA), CPT (IAPS), shared the proposed budget for 2022-2023.
Presentation of Bills	None.
Correspondence	None
Officers' Report	No reports at this time from the President, Vice President, Secretary, Treasurer, Med-A-Scope/Website Development and Immediate Past President.
Committee Reports	Budget & Finance – Paula Schubert, CMA (AAMA) CPT (IAPS) – Report in conference book. Bylaws & Standing Rules – Rita Michel, CMA (AAMA)- Reviewed in 2021. Certification – Marianne Hawker-Green, CMA (AAMA) – No report. Continuing Education – Dianne Wimsett, CMA (AAMA) – No report. Council of Past Presidents – Jane Seelig, CMA-A (AAMA) - No report. Eva I Irwin CMA (AAMA), Medical Assistant Program Fund – Sandra Johnson, MS, CPC, CCS-P, CMA (AAMA) – No report. Historian – Joyce Edds, CMA (AAMA), CPT (ASPT) – No report. ISMA Liaison – Tammy Daily, CMA (AAMA), – Report in conference book. Membership – Jane Seelig, CMA-A (AAMA) – No report. Mentoring – Rita Michel, CMA (AAMA) – No report. Procedure Manual – Joyce Edds, CMA (AAMA), - No report. State Conference Guide – Joyce Edds, CMA (AAMA), CPT (ASPT), - No changes. Ways & means –Sandra Johnson, MS, CPC, CCS-P, CMA (AAMA) - No report.
Committee Reports	2023 State Conference – Jane Seelig, CMA-A (AAMA) – Report in conference book. 2024 State Conference – Jenifer Begley, CMA (AAMA) – No report.
Chapter Reports	East Central District (Kit Stine, CMA (AAMA) - Report in conference book. First District (Clara Poirot, CMA (AAMA), (CN-BC) - Report in conference book. St. Joseph District (Karen Pershing, CMA (AAMA) – Report in conference book. Southeast District (Joyce Edds, CMA (AAMA) CPT (ASPT) - Report in conference book. Twelfth District (Rita Michel, CMA (AAMA) – Report in conference book West Central District (Jeni Begley,) CMA (AAMA) – Report in conference book
Unfinished Business	None

New Business

Election of Physician Advisor to a three-year term: Dr. Kristi Peck's term ends this year and she has agreed to continue on. Joyce Edds, CMA-A (AAMA), CPT, (ASPT) moved we have her continue on as a physician advisor and Claire Poirot, CMA (AAMA), CN-BC seconded it. All voted "aye" and none opposed. Motion passed unanimously.

Delegate and alternate financial support – pay for travel (any amount over \$500 must be board approved before purchase), provide a per diem of \$35 a day for meals and travel expenses only on meetings and travel days to encourage membership participation and leadership development.

Members planning to attend AAMA Conference October 21-24, 2022, in Myrtle Beach, SC are Karen Pershing, CMA (AAMA), Pam Neu, CMA (AAMA), MBA, Sandra Johnson, MS, CMA (AAMA), CPC, Joyce Edds, CMA (AAMA), CPT (ASPT), Paula Schubert, CMA (AAMA), CPT (IAPS), Rita Michel, CMA (AAMA), Heidi Sisson, CMA (AAMA), La Tress Woodley, CMA (AAMA), and Jeni Begley CMA (AAMA).

Assignment of committees for the Annual Business Meeting:

Timekeeper – Joyce Edds, CMA (AAMA), CPT (ASPT).

Tellers – Jane Seelig, CMA-A (AAMA), Rebecca Eldridge, CMA (AAMA), AAS; and Glennella Bruce, CMA-C (AAMA), RN.

Pages – La Tress Woodley, CMA (AAMA) Tammy Daily, CMA (AAMA).

Announcements

Time for head table line up 6:15 pm for Banquet.

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

Bring your membership cards to the Annual Meeting Credentials desk.

Rebecca Eldridge, CMA (AAMA), AAS, Trustee announced that National Conference will be September 22-25, 2023, in Orlando Florida.

Adjournment – The meeting was adjourned at 6:38 pm.

Heidi Sisson, CMA (AAMA)
Recording Secretary



INDIANA SOCIETY OF MEDICAL ASSISTANTS

66th Annual Conference

ANNUAL BUSINESS MEETING

April 23, 2022

- Call to Order** President Karen Pershing, CMA (AAMA), called the meeting to order at 10:40 am.
- Invocation** Chaplain Joyce Edds, CMA (AAMA), CPT (ASPT), opened our meeting in prayer.
- Medical Assistant Creed** Vice President Dianne Wimsett, CMA (AAMA), led us in the creed.
- Introductions** President Karen Pershing, CMA (AAMA), introduced the AAMA Representative: Rebecca Eldridge, CMA (AAMA), AAS, AAMA, Trustee, elected and appointed members of the ISMA Board of Directors and had the Past Indiana Presidents, Life Members, Medical Assistant of the Year Recipients, Leon Levi award Recipients, Golden Apple Award Recipients and Honorary Members stand to be recognized.
- Credentials Report** Jane Seelig, CMA-A (AAMA), gave the credentials report. There were 33 registered, a voting power of 31, quorum of 16, a majority of 16 and a 2/3 vote of 21.
- Additions/Changes to the Agenda**
Karen Pershing, CMA (AAMA), added Pam Neu, CMA (AAMA), MBA running as an AAMA Trustee.
- Reading of the Rules** Rita Michel, CMA (AAMA), Parliamentary Advisor
- Introduction of Pages. Tellers & Timekeeper** Karen Pershing, CMA (AAMA),
Timekeeper – Joyce Edds, CMA (AAMA), CPT (ASPT)
Tellers – Jane Seelig, CMA-A (AAMA), Rebecca Eldridge, CMA (AAMA), AAS, and Glennella Bruce, CMA (AAMA), RN.
Pages – La Tress Woodley, CMA (AAMA) Tammy Daily, CMA (AAMA)
- Instructions to Pages. Tellers & Timekeeper**
Rita Michel, CMA (AAMA), Parliamentary Advisor read the instructions.
- Adoption of the Conference Program Booklet**
Rita Michel, CMA (AAMA), moved we adopted the Conference Program Booklet as amended and Paula Schubert, CMA (AAMA), CPT (IAPS) second it. All voted “aye” and none opposed. Motion passed unanimously.
- Correspondence** Marjorie Mikesell, CMA (AAMA), said that Monica Case, CMA (AAMA), sent a letter saying we can have 7 delegates and 1 alternate to represent the state of Indiana.
- Secretary’s Report** Heidi Sisson, CMA (AAMA), printed in the conference booklet.
- Report of the Annual Meeting Minutes Audit Committee,**
Paula Schubert, CMA (AAMA), CPT (IAPS), printed in the conference booklet.
- Treasurer’s Report** Printed in the conference booklet.
- Presentation of Bills** None.
- Report of the Financial Audit Committee**
Printed in the Conference booklet.
- Nominations from the floor**
Karen Pershing, CMA (AAMA), President asked if we had any nominations from the floor and with none, she called for a vote to elect by acclamation the slate of officers for the 2022-2023 business year. All voted “aye” and none opposed.

Election Results

President:	Dianne Wimsett, CMA (AAMA)
Vice President:	Paula Schubert, CMA (AAMA), CPT (IAPS)
Recording Secretary:	Joyce Edds, CMA (AAMA), CPT (ASPT)
Treasurer:	Heidi Sisson, CMA (AAMA)
Med-A-Scoop & Website Manager	Pam Neu, CMA (AAMA), MBA

Supplemental Reports of Standing Committees

PIPS: The Past Indiana Presidents report and recommendation was given by Jane Seelig, CMA-A (AAMA).

1. Pay for travel to the Annual Conference (airfare, bus, train, or mileage). We already support parking expenses. If airfare is over \$500.00, approval by the board is required prior to booking. The mileage (per Google maps) amount is that which is recommended by the US Government.

2. Provide for a per diem to cover days when the conference does not provide meals including travel days (Thursday, Friday, Saturday, Sunday, Monday, and Tuesday). The allowed per diem for every day of our meetings plus travel days of \$35.00. This amount is expected to cover meals and transportation only.

All expenses must be supported with an original dated receipt, an expense voucher and submitted to the ISMA treasurer within 30 days of the final expense.

The recommendation was considered a motion. It was seconded by Sandra Johnson, CMA (AAMA), MS, CPC, CCS-P. All voted "aye" and none opposed. The motion passed unanimously.

The PIPs also suggested offering financial support to members attending the Annual Conference to encourage participation by those who have not attended in the past. To qualify, all educational sessions and meetings (pre & post conference and Annual Business) must be attended. This will be considered by the BOD in the future.

Unfinished Business

Adoption of Proposed Budget

Joyce Edds, CMA (AAMA), CPT (ASPT), moved that we adopt the ISMA Budget for 2022-2023 and Rebecca Norman, CMA (AAMA), seconded the motion. Karen Pershing, CMA (AAMA), called for a vote and everyone voted "aye" and none opposed. The motion was approved.

2023 ISMA Annual Conference Report – Jane Seelig, CMA-A (AAMA), Printed in the conference booklet.

New Business

Election of AAMA Delegates (7) and Alternate (1)

Nominees for the 6 open delegate/alternate positions were Kit Stine, Sandra Johnson, Joyce Edds, Heidi Sisson, Karen Pershing, Tammy Daily, Pam Neu, Rita Michel, and Brandi Gaumer. Ballots were distributed and collected by the tellers. There were four members who received the same number of votes, so Rita Michel withdrew her nomination and Joyce Edds volunteered to serve as Alternate Delegate.

June Brown, RMA, moved we select the following as delegates and alternate and Marjorie Mikesell, CMA (AAMA), seconded it and all voted “aye” and none opposed.

The following were approved to serve as delegates and alternate.

Delegates:

Dianne Wimsett, CMA (AAMA)

Paula Schubert, CMA (AAMA), CPT (IAPS)

Katja (Kit) Stine, CMA (AAMA)

Sandra Johnson, CMA (AAMA), MS, CPC, CCS-P

Heidi Sisson, CMA (AAMA)

Pam Neu, CMA (AAMA), MBA

Brandi Gaumer, CMA (AAMA)

Alternate:

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

June Brown, RMA, moved that the ballots be destroyed and Rebecca Norman, CMA (AAMA), seconded it and all voted “aye” and none opposed. The motion was approved

Announcements

Ways and Means – Don’t forget to shop!

PIPs accepting dollars for stickers

Time for head table line up is 6:15 pm.

Adjournment – The meeting was recessed at 12:53 pm.



INDIANA SOCIETY OF MEDICAL ASSISTANTS
BOARD OF DIRECTORS MEETING
Post-conference Board Meeting
April 24, 2022
Evansville, IN

- Call to Order** President Dianne Wimsett CMA (AAMA), called the meeting at 11:38 am
- Invocation** Chaplain Clara Poirot, CMA (AAMA), CN-BC, gave the invocation.
- Medical Assistant Creed** Vice President Paula Schubert, CMA (AAMA), CPT (IAPS), led the members in the Medical Assistant Creed.
- Introductions** President Dianne Wimsett CMA (AAMA), introduced the elected, appointed officers, and directors.
- Credentials Report** Jane Seelig, CMA-A (AAMA), Chair gave the credential report. There Were 15 registered, voting power of 12, a quorum 7, a majority of 7, and a 2/3 vote was 8.
- Secretary's Report** Joyce Edds, CMA (AAMA) CPT (ASPT), no report
- Treasurer's Report** Heidi Sisson, CMA (AAMA), no report
- Presentation of Bills** Dianne Wimsett, CMA (AAMA), none
- Correspondence** Sandy Johnson CMA (AAMA), MS, CPC, CCS-P Corresponding Secretary no report.
- Officer Reports**
- President – Dianne Wimsett, CMA (AAMA), No report.
 - Vice President –Paula Schubert, CMA (AAMA), No report.
 - Secretary – Joyce Edds, CMA (AAMA), CPT (ASPT), No report.
 - Treasurer – Heidi Sisson, CMA (AAMA), No report.
 - Med-A-Scoop/Website Development – Pam Neu, CMA (AAMA), MBA, No Report.
 - Immediate Past President – Karen Pershing, CMA (AAMA), No Report.
- Committee Reports**
- Budget and Finance** – Heidi Sisson, CMA (AAMA), No Report.
 - Bylaws & Standing Rules** – Rita Michel, CMA (AAMA), No Report.
 - Certification** – Jeni Begley, CMA (AAMA), No Report.
 - Continuing Education** – Karen Pershing, CMA (AAMA), No Report.
 - Council of Past Presidents**- Jane Seelig, CMA (AAMA) There was a total of \$650 raised. PIPs raised \$370 and Jane sold cookies and raised \$280
 - Eva I. Irwin CMA (AAMA) Medical Assistant Support Fund** – Sandra Johnson, MS. CMA (AAMA), CPC, CCS-P No Report.
 - Historian** – Joyce Edds, CMA (AAMA), CPT (ASPT), No report.
 - ISMA Liaison** –Tammy Daily, CMA (AAMA), No Report.
 - Membership** –Karen Pershing, CMA (AAMA), No report.
 - Mentoring** – Pam Neu CMA, (AAMA) MBS, No Report.
 - Procedure Manual** – Joyce Edds, CMA (AAMA) CPT (ASPT), No Report.
 - Ways & Means** – Sandra Johnson, MS, CMA (AAMA), CPC, CCS-P, The Ways and means raised \$540, Wounded Warrior made \$325 which is to be split, \$125 for Wounded Warrior's and \$200 for hosting chapter, St. Joe. per Santa Bruce.

Website Development – Pam Neu, CMA, (AAMA), MBA, she is needing information sheets filled out ASAP to publish your information.

2022 State Conference – Karen Pershing, CMA (AAMA)

33 full registered, 1 Saturday, 3 Honorary Members, and 5 quest, total of 42.

2023 State Conference – Jane Seelig, CMA-A (AAMA)-This will be held at the Hilton Garden Inn, Edinburgh, IN April 28-30, 2023 more information at June meeting.

District Reports – Defer to next meeting.

Unfinished Business - Jane Seelig, CMA-A (AAMA) had a few bills for meal and other things for National Representative. This is a budgeted item and will be under Conference fee.

New Business

Election of Executive Board according to Article XII

Joyce Edds, CMA (AAMA) CPT(ASPT), nominated Clara Poirot, CMA (AAMA) CN-BC and Paula Schubert, CMA (AAMA), CPT (IAPS) nominated Jane Seelig, CMA-A (AAMA)

Rita Michel, CMA (AAMA) motioned to close the nominations and

Jane Seelig, CMA (AAMA) seconded the motion. Motion was carried.

Two Past Presidents

Clara Poirot, CMA (AAMA), CN-BC

Jane Seelig, CMA-A (AAMA)

Members planning to attend AAMA Conference for HOD committees – We ask for a count of who was going that was not a delegate, there are other things you can do to help. your name will be given to Nationals.

Education Fund – National Conference

There was a motion made by Karen Pershing, CMA (AAMA) to donate \$100 to Maxine Williams Scholarship fund and The Ivy Reade Relkin Surveyor Training Fund. It was seconded by Joyce Edds, CMA (AAMA), CPT (ASPT). This was approved.

Meeting location and meeting dates

Our meeting will be at IU North Hospital, 11700 North Meridian Street, Carmel, IN. We also discussed since we will be in person and virtual the cost of the meeting will change. Effective April 24, 2022 the ISMA guidelines for in person and virtual workshop participation will be as follows;

In person members	Free
In person non-members	\$25.00 fee
Virtual Members	\$25.00 fee
Virtual non-members	\$40.00 fee

If the workshop is virtual only, members are free and non-members are \$25.00. accepted method of payment will be personal check or Venmo ONLY. June 11, 2022 will be a virtual meeting due to conflict with President Dianne Wimsett. We announce that the cost for the meeting will be changing due to meeting in person

starting in August 2022. Karen motioned to accepted the charges for the up coming meetings, Heidi Sisson, CMA (AAMA) seconded motion carried. A map was given out at the beginning of the meeting for new location. Katie CMA (AMA) will be helping with tech support for the virtual and in person meeting.

Karen Pershing, CMA (AAMA)-Immediate Past President states the Presidents computer needs updated... We will get the computer to Jack Begley to do updates. Jane Seeling, CMA –A (AAMA) will take the presidents computer and meet with Jack and Jeni Begley to have updated and Dianne Wimmsett, CMA (AAMA)- President will meet up with Jane to get at later date. Clara Poirot, CMA (AAMA)-CN-BC moved to have computer updated and Jane Seelig, CMA-A (AAMA) seconded, motion passed.

Pam Neu, CMA-A (AAMA) wanted to see if a donation had been made to the speaker for Just in Case Foundation. Karen Pershing, CMA (AAMA) states that Kayla Borton, asked that it was given to the Foundation. She also said that St. Joe was making a donation for 1 Owlet. Jane Seelig, CMA-A (AAMA) moved that we make a donation to the Just in Case foundation to support the cost of 2 Owl-ets. The cost of 1 is \$300 dollars, so we will send a check for \$600. Paula Schubert, CMA (AAMA), CPT (IAPS) seconded, motion carried.

Announcements

Med-A-Scoop – Deadline, April 30, 2022, that is Saturday.

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

Next meeting – June 11, 2022and will be virtual.

National Conference – October 21-24, 2022, Myrtle Beach, South Carolina

Marriott Myrtle Beach Resort & Spa at Grand Dunes

Rita Michel, CMA (AAMA) moved to adjourn meeting, Paula Schubert, CMA (AAMA) CPT (IAPS) seconded, meeting was adjourned at 12:22 pm

Joyce Edds, CMA (AAMA) CPT (ASPT)
Recording Secretary

The word "Meeting" is displayed in a large, bold, 3D blue font. The letters have a slight shadow and depth, giving them a three-dimensional appearance. The font is a sans-serif style.

**ISMA Board of Directors
June 11, 2022
Virtual Board Meeting
Sign in for Board Meeting 3:15 p.m.**

Call to order	Dianne Wimsett, CMA (AAMA), President
Invocation	Clara Poirot, CMA (AAMA), CN-BC, Chaplain
Medical Assistant Creed	Paula Schubert, CMA (AAMA), CPT (IAPS), Vice President
Introductions	Dianne Wimsett, CMA (AAMA), President
Credentials Report	Jane Seelig, CMA-A (AAMA)
_____ registered	_____ voting power <u>7</u> quorum _____ majority _____ 2/3
Secretary Report	Joyce Edds, CMA (AAMA), CPT (ASPT)
Treasurer Report	Heidi Sisson, CMA (AAMA)
Presentation of Bills	Dianne Wimsett, CMA (AAMA), President
Correspondence	Sandra Johnson, CMA (AAMA), MS, CPC, CCS-P
Officers' Report	President - Dianne Wimsett, CMA (AAMA) Vice President - Paula Schubert, CMA (AAMA), CPT (IAPS) Secretary - Joyce Edds, CMA (AAMA), CPT (ASPT) Treasurer - Heidi Sisson, CMA (AAMA) Med-A-Scoop/Website - Pam Neu, CMA (AAMA), MBA Immediate Past President - Karen Pershing, CMA (AAMA) Trustee - Jane Seelig, CMA (AAMA)
Committee Reports	Budget & Finance - Heidi Sisson, CMA (AAMA) Bylaws & Standing Rules - Rita Michel, CMA (AAMA) Certification - Jeni Begley, CMA (AAMA) Continuing Education - Paula Schubert, CMA (AAMA), CPT (IAPS) Council of Past Presidents - Karen Pershing, CMA (AAMA) Eva I Irwin CMA (AAMA) Medical Assistant Support Fund - Sandra Johnson, CMA (AAMA), MS, CPC, CCS-P Historian - Joyce Edds, CMA (AAMA), CPT (ASPT) ISMA Liaison/Public Policy/Affairs - Tammy Daily, CMA (AAMA) Membership - Karen Pershing, CMA (AAMA) Procedure Manual - Joyce Edds, CMA (AAMA), CPT (ASPT) State Conference Guide - Joyce Edds, CMA (AAMA), CPT (ASPT) Ways & Means - Sandra Johnson, CMA (AAMA), MS, CPC, CCS-P ISMA 2022 State Conference - Karen Pershing, CMA (AAMA) ISMA 2023 State Conference - Jane Seelig, CMA-A (AAMA), Chair Sandra Johnson, CMA (AAMA), MS, CPC, CCS-P, Co-chair ISMA 2024 State Conference - Jeni Begley, CMA (AAMA), Chair

Chapter Reports

East Central District - Kit Stine, CMA (AAMA)
First District - Clara Poirot, CMA (AAMA), CN-BC
St Joseph District - Brandi Gaumer, CMA (AAMA)
Southeast District - Sandra Johnson, CMA (AAMA), MS, CPC, CCS-P
Twelfth District - Rita Michel, CMA (AAMA)
West Central District - Jeni Begley, CMA (AAMA)

Unfinished Business

President's Computer
Updated Roster Distribution
Bank Signature Card
Election of Nominating Committee
PIPS - Refund for members attending all conference meetings and workshops
AAMA Trustee Campaign for Pam Neu, CMA (AAMA), MBA

New Business

In-person Meeting
National Conference advance/reimbursement for delegate/alternate
Excel Award Nominations National Conference

Announcements

Med-A-Scoop Deadline - August 6, 2022
Next Meeting - September 17, 2022
IU North Hospital
11700 North Meridian Street
Carmel, IN 46032
Phone number - (317) 688-2000

Are there any other announcements?

Adjournment

Dianne Wimsett, CMA (AAMA), President



ISMA CODING CORNER – Medical Marijuana

A hot topic in the news continues to be medical marijuana or cannabis and the pros and cons to treat a number of health issues. First of all, what is the difference between cannabis and marijuana?

“Cannabis” refers to all products derived from the Cannabis sativa plant with the main substances THC and CBD. “Marijuana” refers to parts or products from the cannabis plant that contain substantial amounts of THC which is the substance responsible for the effects of marijuana when used.

What I found to be interesting is the growing number of states that allow reimbursement of medical cannabis or marijuana by Workers’ Compensation Insurance. Currently six states permit medical cannabis access and reimbursement for their employees: Connecticut, Minnesota, New Hampshire, New Jersey, New Mexico, and New York. There are six states where reimbursement is prohibited: Maine, Massachusetts, Florida, North Dakota, Ohio, and Washington.

It is illegal to have possession, manufacture and distribute in the state of Indiana after much debate at the Indiana Statehouse. CBD oil derived from hemp but low in THC (10% CBD and no more than 0.3% THC) is fully legal in Indiana when recommended by a physician for a qualifying condition. The FDA has determined products containing THC or CBD cannot be sold legally as dietary supplements and food items that have THC or CBD added to them cannot be sold legally in interstate commerce. However, individual states can depending on that state’s laws and regulations.

Most insurers currently do not cover CBD oil, even when a physician prescribes it. And more and more physicians are prescribing CBD oil due to the benefits as a treatment with conventional medications. One prescription medication, Epidiolex, containing CBD oil, is FDA-approved for treating a rare form of seizures related to epilepsy, Lennox-Gastaut syndrome or Dravet syndrome. Marinol, Syndros, and Cesamet which contain synthetic substances of THC, are approved by the FDA as well as Dronabinol and Nabilone used to treat nausea and vomiting caused by chemotherapy in cancer patients. Dronabinol can also be used to treat patients with HIV/AIDS for loss of appetite and weight loss.

Sandra Johnson, MS, CPC, CCS-P, CMA (AAMA)

sanjohn@ius.edu

References: verywellhealth.com; NORML (National Organization for the Reform of Marijuana Laws)
NIH (National Center for Complementary and Integrative Health)
FDA (Food and Drug Administration)



Insider BOT News

- AAMA Annual Conference information is on the AAMA website. Make your hotel reservations for the attendee registration discount by September 29. Myrtle Beach South Carolina is looking for you **October 21-24, 2022**.
- If you are not a delegate or alternate and planning to attend the 2022 AAMA Conference, let Dianne Wimsett, CMA (AAMA) know. We want to make sure all ISMA members are included in the group photograph taken during the conference.
- The 2023 AAMA Annual Conference will be in Orlando Florida at the Lake Buena Vista Hilton Hotel **September 22-25, 2023**. The hotel is within walking distance of Disney Springs.
- Expand your association horizon by completing the AAMA Leadership Volunteer Form by **August 1, 2022**. You can find it on the AAMA website (aama-ntl.org) under volunteer documents. This is a great way to have a voice in the direction taken by our organization with a minimal time commitment. Contact Jane if you have questions about where to start.
- The next BOT meeting is June 18 at the Embassy Suites Hotel, 600 N State St, Chicago IL. All members are invited to attend. Let Jane know if you need a ride!
- AAMA questions, issues, problems or need to find a source document ask Jane Seelig, CMA-A (AAMA) janeseelig@att.net or 812 603 1886.

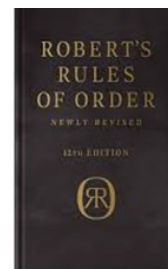


Rita's Rules... as Parliamentary Advisor

What is Parliamentary Procedure? It is a set of rules for conducting business at meetings and public gatherings. ISMA uses Robert's Rules of Order Newly Revised.

Purposes of Parliamentary Procedure

1. Gives every member a chance to be heard.
2. Allows everyone to participate.
3. Establishes and maintains order in a meeting.
4. Prevents confusion when discussing a meeting's agenda.
5. Keeps the meeting moving towards its goals.



In each future issue we will look at how Parliamentary Procedure helps get things done.

Procedure Manual Tidbits

There were seven delegates and one alternate voted to represent Indiana Society of Medical Assistants. These representatives of the ISMA have agreed to go to the national conference in October, 2022 and attend the AAMA House of Delegates.

In our Procedural Manual (located on the Website), under Documents you can find Tips for being a delegate. Delegate packets should be received before our September meeting. Make sure to keep these safe and bring to the National Conference. At our September meeting, we will go over the packets and any of the new proposed bylaws with the ISMA members and see how they would like the delegates to vote.

The following should be reviewed by all delegates:

DELEGATES AND ALTERNATES

Please study your entire Delegate's packet very carefully so that you will be informed on all issues to be presented in **YOUR** House of Delegates. After you receive your registration packet check to see when the credentials desk will be open and plan your schedule to include all required meetings and activities. Webster defines a delegate as "A person given power or authority to act for others". This is a serious responsibility - **ARE YOU PREPARED?????**

TEST YOURSELF WITH THESE QUESTIONS:

1. Have you **STUDIED** all of the material contained in your delegate's packet?
2. Have you discussed all items in your delegate's packet with your state officers and as many members as possible?
3. Do you know how the Reference Committee works?
4. Do you know how to present a motion properly? You must write it out exactly as you present it and give it to the Speaker and Secretary as quickly as possible.

ADDITIONAL TIPS

1. To **LISTEN** and **THINK OBJECTIVELY** are the most important duties you have as a delegate. Consider all issues for the good of the entire association, not just from the standpoint of one individual, district or state. You were elected to represent the Indiana Society of Medical Assistants. It is your duty to report back to your members. At the same time, you should remember to keep an open mind. Base your decisions on the deliberations of the House, not on a preconceived opinion.
2. Parliamentary procedure is designed to let a majority accomplish its ultimate goal within a reasonable time. Be prepared to express your views, and then be gracious if your opinion does not prevail. Learn to abide by majority rule. This is the basis of our democracy.
3. Reference committees are for **EVERYONE**. These committees provide an opportunity for members to express opinions and hear the opinions of others. Everyone is urged to attend these meetings, but you, as a delegate are obligated to do so.
4. **BE PROMPT**. Attend all sessions, but feel free to move about the room if necessary .

Explaining ECGs

The heart has an electrical conduction system made up of electrical cells. These cells respond and transmit the electrical impulses to the neighboring cells. Five main structures make up this conduction system.

Sinoatrial Node- also known as the SA node, is more notably known as the heart's pacemaker. It is located in the superior wall of the right atrium.

The atrioventricular node- (AV node- is located at the base of the interatrial septum. When the SA node fires off its impulse, it reaches the AV node. It moves VERY SLOWLY through this node to allow the atrial chambers time to finish contracting and move the blood into the ventricular chambers.

Bundle of HIS -AV bundle in the upper interventricular septum, when the impulse leaves the AV node, it moves through the bundle into the **right and left bundle branches**. The impulse enters both left and right branches to allow the impulse to hit both left and right ventricle.

The branches split into many **Purkinje fibers**; these fibers transmit the electrical impulse quickly to the ventricular cardiac cells to help the ventricular chambers contract.

The cardiac cells cycle in three different states: **Polarization, Depolarization, and Repolarization.**

I explain this to my students: If someone is about to run, you cannot usually tell, but you can see someone actively running and notice when someone is out of breath from running. That is the same with polarization, depolarization, and repolarization in an ECG reading. Polarization is the resting stage- they are about to run. You do not see it on the ECG. Depolarization is the discharge impulse, they are running, and you can see it on the ECG. Repolarization is the recovery stage, you can visually see when someone is recovering from running, and you can see the recovery on the ECG.

Summary of ECG active:

The baseline of the ECG: Polarization is happening- we are preparing to run.

P wave: is the atrial depolarization; this is when the impulse is fired from the SA node to the AV node. The atrial chambers contract and the blood moves into the ventricles.

The QRS complex is the ventricular depolarization and the atrial repolarization. AV node fires into the bundle of His, and then the impulse makes its way through the left and right branches and into the Purkinje fibers. The heart's ventricular chambers contract and push the blood out of the heart.

T wave: Ventricular repolarization- the recovery from all this action potential.

By Katie Largent, CMA (AAMA)



Have you Downloaded the 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! Every time you go into the Webapp make sure you refresh the page!!

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. Don’t forget to refresh the page when you go into the webapp!!

So much information at your fingertips! Please share this Information!

DATES TO REMEMBER

2021-2022 ISMA STATE BOARD MEETINGS AND WORKSHOPS

Our meetings during COVID are being held by WebEx

Meeting Deadline

June 11, 2022
September 17, 2022
November 12, 2022
February 18, 2023
April 28-30, 2023

Med-A-Scoop Deadline

May 7, 2022
August 6, 2022
October 1, 2022
January 7, 2023
March 11, 2023

Please e-mail all district news for publication directly to in Microsoft Word document format.

Pam Neu, CMA (AAMA)
Email: msneu@yahoo.com

State and National Websites:

www.insocmedasst.org
www.aama-ntl.org

ADDITIONAL DEADLINES

Membership Dues

December 31, 2022 to be eligible to vote at ISMA Annual Conference

Medical Assistant of the Year

Nominations by Chapters to President by **January 1, 2023** and forwarded to Physician Advisors (3) by **February 1, 2023** for judging. Award to be presented at Annual State Conference Banquet.

Leon Levi Award

Nominations to President by **February 1, 2023** for judging. Award to be presented at Annual State Conference Banquet.

Golden Apple Award

Nominations to President by **February 1, 2023**. Award to be presented at Annual State Conference Banquet.

Nominating Slate (Officers)

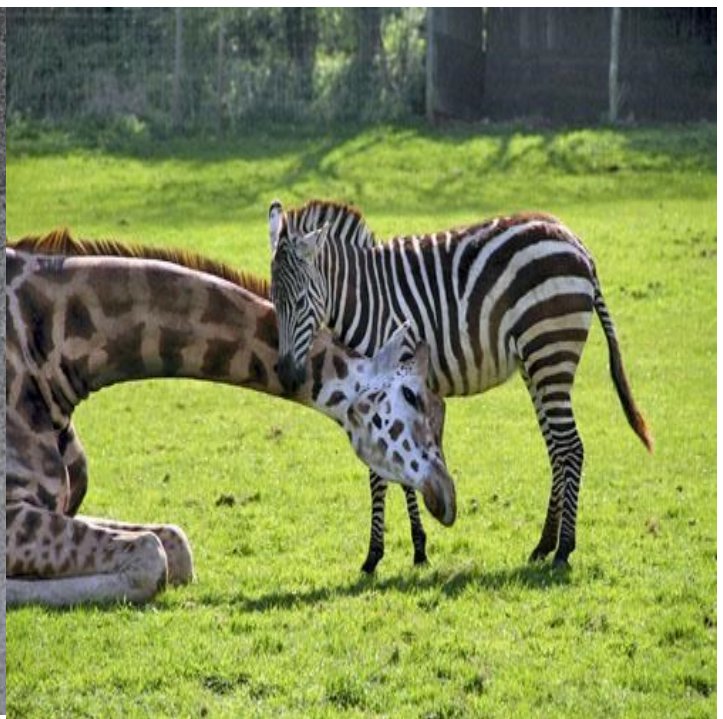
Slate of Officers to be presented at the **February 13, 2023** State Board Meeting.

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.



Just Smile!



ISMA VIRTUAL WORKSHOP

3 CEUs

FREE TO AAMA MEMBERS

June 11, 2022

12:00 Noon to 3:00 p.m. (Eastern Time)

Speaker: **JAMES GINDER MS, NREMT, PI, CHES, NCEE, PAI**
Health Education Specialist Hamilton County Health Department

TOPIC: Stop the Bleed and Summer Safety (3 CEUs CG)

If you do not get a response, registration request was not received. The link will be emailed to you by 6:00 PM June 10, 2022, **after** the registration deadline.

PLEASE **EMAIL** THE FOLLOWING INFORMATION (same as the AAMA Attendance Form).
Please do not complete and attach form to email or text information.

AAMA Member: ID number (maximum 6 digits). **NOT YOUR AAMA CERTIFICATION NUMBER!**

Credential: CMA (AAMA), CMA, RMA, CCMA, MA, Other

Full Name: First Name, Middle Initial, Last Name

Home Mailing Address: City, State, Zip Code

Home Email Address: Work email may block information sent to multiple people as spam.

Cell phone number with area code: So we can reach you if there is an email problem.

Non-members must pay in advance to obtain the link.

\$20.00 by check (issue to ISMA), mail to Jane Seelig, 2905 Two Worlds Dr., Columbus, IN 47201 \$25.00 by PayPal or Venmo, use janieseelig@gmail.com

DO NOT SUBMIT REGISTRATIONS TO GMAIL ADDRESS

EMAIL THE REQUESTED INFORMATION TO:

janeseelig@att.net

no later than

Noon, Wednesday, June 8, 2022

to receive 3 CEUs

DEADLINE IS FIRM! NO EXCEPTIONS!

**EAST CENTRAL DISTRICT CHAPTER OF MEDICAL ASSISTANTS
MAY 21, 2022, WORKSHOP 3 AAMA APPROVED CEUs
IU NORTH HOSPITAL ENTRANCE B
11700 N MERIDIAN ST. CARMEL, IN
EDUCATION CENTER**

WHEN: Saturday, May 21, 2022 Registration 8:15 am – 8:59 am
Workshops from 9:00 am to 12:00 pm

COST: **FREE TO AAMA MEMBERS!**
Non-Members: \$10.00 by check (issue to ECDCMA)
\$15.00 by Venmo (812-603-1886)

WHO: SCOTT T. GUENTHNER, M.D.
DERMATOLOGY CENTER OF INDIANA
TOPIC: DERMATOLOGY UPDATE: Preparing for summer, when to check
that skin change and what is new in skin treatments
9:00 am – 12:00 pm (3 Clinical CEUs)

HOW: Submit registration information via email (so we have enough food)

QUESTIONS: Jane Seelig, CMA-A (AAMA) 812-603-1886
EMAIL THE NEEDED INFORMATION (not as an attachment)
To janeseelig@att.net no later than **Noon May 18, 2022**

AAMA Member Number maximum 6 digits (AAMA Certification # is 7 digits!)
Non-Member ONLY Last four digits of social security number & payment method
Credential CMA (AAMA) CMA RMA CCMA MA Other
NAME First Name Middle Initial Last Name
MAILING ADDRESS Street City State Zip Code
HOME EMAIL ADDRESS (work emails reject e-blast mailings)
Cell phone number

CONTINENTAL BREAKFAST AND LUNCH WILL BE SERVED

EAST CENTRAL DISTRICT CHAPTER MEETING AND INSTALLATION SERVICE WILL BE HELD IMMEDIATELY FOLLOWING THE CONCLUSION OF THE WORKSHOP.

ISMA 66th Conference

Greeting CMA (AAMA) members,

St. Joseph District would like to say thank you to the members that attended the 66th ISMA Conference. It was so exciting to meet in person again. We are already looking forward to the 2023 ISMA Conference. I would like to thank Margie, Brandi and Cate for all their help in making the 2022 conference a success.

Karen Pershing, CMA (AAMA)
2022 Conference Chair



A **Big** Thank You!

I would like to thank all the members that attended the 2022 ISMA Conference in Mishawaka. I had the pleasure and honor to be your ISMA President 2020-2022. I held my first in person meeting on April 22, 2022, and my last in person meeting April 23, 2022. Thank you to the 2020-2022 Board of Directors and members for helping all of us get thru a challenging time. I would like to say congratulations to the 2022-2023 incoming officers. I'm very excited to be "Reaching for the Stars" with Dianne Wimsett, CMA (AAMA) as our President and all the new officers.

Karen Pershing, CMA (AAMA)
Immediate Past President 2022-2023



**Official Newsletter of the
Indiana Society of
Medical Assistants, Inc.**
*An Affiliate of the American
Association of Medical Assistants*

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**

**Our meeting for Jun
is being held Virtually on WebEx**

June 11, 2022