

# MED-A-SCOOP

A Publication by the Indiana Society of Medical Assistants, Inc.

[www.insocmedasst.org](http://www.insocmedasst.org)

**August–September 2023 Issue**



**Reach  
for the  
Stars!**



**INDIANA** | Society of  
Medical Assistants



AN AFFILIATE OF THE  
AMERICAN ASSOCIATION OF MEDICAL ASSISTANTS®

## Table of Contents

Cover	1
Table of Contents	2
Dates to Remember	3
Creed, Mission Statement, Code of Ethics	4
Advisors, Honorary Members, Life Members	5
Leon Levi and Golden Apple Awards	6
BOD, District Directors	7
President's Letter	8
ISMA Workshop Registration	9
Agenda for BOD Meeting, November 4, 2023	10-11
Minutes from 8/26/2023	12-16
ISMA Coding—Part 2	17
Silent Auction Information	18
Souper Saturday—November 4, 2023	19
Jane's Letter and Rita's Parliamentary Corner	20-21
BOT Report and HOSA Report	21-22
Membership Benefits	23
Web App and Final Words	24



# Indiana Society of Medical Assistants

## **Dates to Remember**

### **2023—2024 ISMA State Board Meetings and Workshops**

#### **Meeting**

November 4, 2023  
February 10, 2024  
April 5-7, 2024

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

September 30, 2023  
December 30, 2023  
February 24, 2024

## **Indiana Society of Medical Assistants Conference**

**Hilton Garden Inn  
Columbus/Edinburgh, IN  
April 12-14, 2024**

## **Indiana Society of Medical Assistants Super Regional**

**Super Regional Leadership Conference  
Hampton Inn Indianapolis SW/Plainfield  
2244 Perry Road  
Plainfield, IN 46168  
July 11-13, 2024**

### **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.

### **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 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

**ISMA PHYSICIAN ADVISORS  
2023-2024**

<b>PHYSICIAN</b>	<b>YEAR(S) TO SERVE</b>	<b>LOCATION</b>
William Pond, MD	3 years	Fort Wayne, IN
Jeff Stidam, MD	2 years	Louisville, KY
Kristi Peck, MD	1 year	Evansville, IN

**HONORARY MEMBERS**

1980	Herbert Dixon
1997	Bruce Johnson and Hubert Irwin*
2008	Earl Williams*
2013	Jack Begley and Kathy Heck
2023	James Ginder

**ISMA LIFE MEMBERS**

<b>YEAR</b>	<b>MEMBER</b>
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)

## LEON LEVI AWARD RECIPIENTS

1988	Patricia Kennington, RN, CMA* Pauline Pinnick, CMA Jane Seelig, CMA-A (AAMA)
1990	Bonnie Reidenbach, CMA-AC*
1991	Bettye Yard, CMA-C*
1998	Norma Harmon, CMA
2001	Eva Irwin, CMA*
2002	Eulah Dearing, CMA (AAMA)*
2010	Marjorie Mikesell, CMA (AAMA)
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 AWARDS

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

**INDIANA SOCIETY OF MEDICAL ASSISTANTS  
BOARD OF DIRECTORS  
2023-2024**

<b>OFFICE</b>	<b>NAME</b>	<b>EMAIL</b>
<b>President</b>	Dianne Wimsett, CMA (AAMA)	d.m.wimsett@hotmail.com
<b>Vice President</b>	Paula Schubert, CMA (AAMA), CPT (IAPS)	Schubertpaula63@hotmail.com
<b>Recording Secretary</b>	Joyce Edds, CMA (AAMA), CPT (ASPT)	mnedds@aol.com
<b>Immediate Past President</b>	Karen Pershing, CMA (AAMA)	Klpershing1@gmail.com
<b>Treasurer</b>	Heidi Sisson, CMA (AAMA)	hsisson@encompassworld.org
<b>Med-A-Scoop Manager and Website</b>	Pam Neu, CMA (AAMA), MBA	msneu@yahoo.com

**DISTRICT DIRECTORS**

<b>DISTRICT</b>	<b>NAME</b>	<b>EMAIL</b>
<b>East Central</b>	Katja (Kit) Stine, CMA (AAMA)	Katjalee@live.com
<b>First District</b>	Clara Poirot, CMA (AAMA), CN-BC	spiritwind629@hotmail.com
<b>Southeast District</b>	Sandra Johnson, CMA (AAMA), CPC, CCS-P	sanljohn@ius.edu
<b>St. Joe District</b>	Brandi Gaumer, CMA (AAMA)	Blauderback86@gmail.com
<b>Twelfth District</b>	Rita Michel, CMA (AAMA)	remichel49@gmail.com
<b>West Central District</b>	Jeni Begley, CMA (AAMA)	Jeni_cma@comcast.net

**Dear ISMA Members**

*Happy Fall Y'all!!*

This summer has flown by quickly. Fall is one of my favorite times of the year, when the leaves on the trees are changing colors, football games, bonfires, hayrides and spending more time outside with friends and family. I hope that you are able to get out and enjoy some of the changes this season.

Your ISMA delegates have attended the 2023 AAMA National Conference that was held in Lake Buena Vista, Florida at the Disney Springs Resort Hotel. We are excited to report on the educational workshops that we enjoyed, the House of Delegates (HOD) proceedings and the friendships that were renewed and the new ones that were made. Please join us November 4, 2023, to hear all the reports from your ISMA delegates. We will also be having our **“Souper” Saturday and Silent Auction**, so do not forget your dish, silent auction items, and holiday cash.

I want to remind you to mark your calendars for April 12, 13, and 14, 2024, for the 68<sup>th</sup> Annual Conference. Keep your eye out for upcoming information.

Hope to see you all on November 4 at our Fall **“SOUPER SATURDAY/SILENT AUCTION”** Workshop and Board meeting.

**Remember to always: “Reach for the Stars.”**

Dianne Wimsett, CMA (AAMA), ISMA President





# ISMA WORKSHOP

3 CEUs

**FREE TO AAMA MEMBERS IN PERSON**

IU North, Entrance B, 11700 N Meridian St Carmel IN 46032

**November 04, 2023**

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

**Speaker:** Deborah Getz, Re.D, CYC-P and  
Margie Clouse, RN, CEN

**Topic:** Exploitation of Children/Teens  
**3 CEU's (A, C, G)**

**If you do not get a response, registration request was not received.** The link will be emailed to you by 6:00 PM November 03, 2023, **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.

**Members must pay in advance** to obtain link if attending virtually.

\$25.00 by check (issue to ISMA), mail to Paula Schubert, 1620 Peacock Rd, Richmond IN 47374

\$25.00 by Venmo, use @Paula-Schubert-4

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

\$40.00 by check (issue to ISMA), mail to Paula Schubert, 1620 Peacock Rd, Richmond IN 47374

\$40.00 by Venmo, use @Paula-Schubert-4

**Please include whether attending **IN PERSON OR VIRTUALLY.****

EMAIL THE REQUESTED INFORMATION TO:

[schubertpaula63@gmail.com](mailto:schubertpaula63@gmail.com)

no later than

**Noon, Wednesday, November 01, 2023**

to receive 3 CEUs

**DEADLINE IS FIRM! NO EXCEPTIONS!**

ISMA Board of Directors  
 November 4, 2023  
 IU North Hospital  
 11700 North Meridian Street  
 Carmel, IN 46032

Sign in for Board Meeting – 15 minutes after workshop  
 Board Meeting – 15 minutes after registration

Call to order	Dianne Wimsett, CMA (AAMA), President
Invocation	Clara Poirot, CMA (AAMA), CN-BC LaTress Woodley, CMA (AAMA)
Medical Assistant Creed	Paula Schubert, CMA (AAMA), CPT (IAPS)
Introductions	Dianne Wimsett, CMA (AAMA)
Credentials Report	Karen Pershing, CMA (AAMA)
	_____ registered _____ voting power _____ 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)
Correspondence	Sandra Johnson, CMA (AAMA), MS, CPC
Officers' Reports	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, BOT Immediate Past President - Karen Pershing, 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 President - Karen Pershing, CMA (AAMA) Eva I Irwin CMA (AAMA) Medical Assistant Support Fund - Sandra Johnson, CMA (AAMA), MS, CPC Historian - Joyce Edds, CMA (AAMA), CPT (ASPT) ISMA Liaison/Public Policy/Affairs – Tammy Daily, CMA (AAMA) Membership - Karen Pershing, CMA (AAMA) Mentoring – Pam Neu, CMA (AAMA), MBA, BOT Nominating Committee – Joyce Edds, CMA (AAMA), CPT (ASPT) 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 ISMA 2024 State Conference – Karen Pershing, CMA (AAMA) ISMA 2025 State Conference – Rita Michel, CMA (AAMA) Pam Neu, CMA (AAMA), MBA, BOT BOT Report – Jane Seelig, CMA-A (AAMA) Pam Neu, CMA (AAMA), MBA, BOT



**INDIANA SOCIETY OF MEDICAL ASSISTANTS  
BOARD OF DIRECTORS MEETING  
August 26, 2023  
IU Health Hospital  
11700 North Meridian Street  
Carmel, IN 46032**

<b>Call to Order</b>	President Dianne Wimsett, CMA (AAMA), called the meeting to order at 3:34 pm.
<b>Invocation</b>	LaTress Woodley, CMA (AAMA) opened our meeting in prayer.
<b>Memorial service</b>	Sandra Johnson, CMA (AAMA), MS, CPC- A small memorial for Ann Naegele from Texas, she recently passed away. She has been our AAMA Representative twice and a person who would jump in and help anywhere she is needed. She will truly be missed.
<b>Medical Assistant Creed</b>	Vice President Paula Schubert, CMA (AAMA), CPT (IAPS) read the creed.
<b>Credentials Report</b>	Karen Pershing, CMA (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.
<b>Introductions</b>	President Dianne Wimsett, CMA (AAMA), had all officers introduce themselves. Directors introduced themselves
<b>Secretary's Report</b>	Recording Secretary Joyce Edds, CMA (AAMA), CPT (ASPT) - The ISMA minutes were printed in the Med-A-Scoop.
<b>Treasurer's Report</b>	Treasurer Heidi Sisson, CMA (AAMA) Report has been handed out for the meeting today and reviewed. Report will be filed for audit.
<b>Presentation of Bills</b>	President Dianne Wimsett, CMA (AAMA) – no unbudgeted bill were presented.
<b>Correspondence</b>	Sandra Johnson, CMA (AAMA), MS, CPC, CCS-P- A thank you card from President Wimsett.
<b>Officers' Report</b>	<p><b>President</b> - Dianne Wimsett, CMA (AAMA) no report.</p> <p><b>Vice President</b> -Paula Schubert, CMA (AAMA) CPT (IAPS) Working on next meeting and getting speaker.</p> <p><b>Secretary</b> - Joyce Edds, CMA (AAMA) CPT (ASPT) published in Med-A-Scoop.</p> <p><b>Treasurer</b> – Heidi Sisson, CMA (AAMA) no report</p> <p><b>Med-A-Scoop/Website</b> – Pam Neu, CMA (AAMA) MBA- The Med-A-Scoop has a new look! I hope you all enjoyed the issue in July/Aug. It is still evolving and if you have any suggestions, let me know. I have a few tweaks to do yet so stay tuned!</p> <p>The next issue deadline is AFTER the National Conference to allow the delegates and trustees to get their reports if for publication. The deadline for the next issue is September 30. Please be prompt in getting your reports or articles to me.</p> <p><b>Website Report:</b> The website is up to date as of today. The domain name will be renewed by September 15, 2023.</p> <p>Jake Neu, Webmaster, is working on a new format for 2024. He is looking at adding some new pages and refreshing the existing pages to keep the members informed as to what is going on in all districts. If you have any ideas, suggestions, or questions let us know.</p>

**AAMA Trustee** – Jane Seelig, CMA-A (AAMA), Pam Neu, CMA (AAMA) MBA- The 2023 House of Delegates Packet is available to all members on the AAMA website. The work performed by the elected AAMA Board of Trustees is detailed in their reports. Be sure to review the proposed bylaw amendments and the associated rationale. We both serve on this committee, which is very important to the future operation of our association and will be happy to respond to any of your questions or concerns.

Although reports have been written, the work of the Board continues to ensure a positive experience at the 2023 AAMA Annual Conference in Orlando. All conference attendees are encouraged to attend the open sessions of the BOT on Friday and Monday. This provides you with insight into how we conduct the work assigned to us as individuals and team. The AAMA HOD Virtual Orientation is being presented on August 26, 2023, at 12 p.m. Eastern time, Wednesday, August 30, 2023, at 7 p.m. Eastern time, and Wednesday, August 30, 2023 at 10 p.m. Eastern time. You must register to receive your team virtual login link via email after registration.

Conference at Orlando Florida is less than a month away! The BOT is eagerly waiting for the conference and seeing all the members that attend. See you then!

**Budget & Finance** – Heidi Sisson, CMA (AAMA) 2023-2024 no report.

**Bylaws & Standing Rules**-Rita Michel, CMA (AAMA) no changes to Bylaws or Standing Rules.

**Certification** – Jeni Begley, CMA (AAMA) – no report

**Continuing Education** – Paula Schubert, CMA (AAMA), CPT (IAPS) –The program today was “Immunizations from A to Z, is approved for 3 CEU’s (A, C, G). Our presenters today were Sharon Griffin, Quality Management & Education Coordinator for Indiana Department of Health. Allison Howder, MSN, BSN, RN, RN-BC, Indiana Department of Health. Tami Johnson, Immunization Assessment and Promotion Director for Indiana Immunization Division at the Indiana Department of Health. Teri L. Lyles Quality Management and Education Consultant for Indiana Department of Health Vaccines Division. We had 15 virtual and 36 in person in attendance and one non-renewing member that is going to see about renewing her membership. One member from Tennessee, one from North Carolina, and three from Ohio. Certificates of Attendance are available upon request to all attendees as well as a copy of the speaker’s power point presentation.

**Council of Past Presidents** – Karen Pershing, CMA (AAMA) – no report.

**Eva I Irwin CMA (AAMA) Medical Assistant Support Fund**- no report.

**Historian**-Joyce Edds, CMA (AAMA), CPT (ASPT) – Working on book for president.

**ISMA Liaison/Public Affairs**-Tammy Daily, CMA (AAMA) - Annual ISMA (Indiana State Medical Association) this will be attended by Jane Seelig, CMA-A (AAMA), and Paula Schubert, CMA (AAMA), CPT (IAPS). There were no booklets this year so that money will not be needed for an advertisement. We do have our sign and tablecloth that will be sent up at the conference.

**Membership**-Karen Pershing- Indiana has 1341 members and 750 non-renewing members.

**Procedural Manual** – Joyce Edds, CMA (AAMA), - no changes

**State Conference Guide** – Joyce Edds, CMA (AAMA), CPT (ASPT), - no changes.

**Ways & Means** –Sandra Johnson, MS, CPC, CCS-P, CMA (AAMA) – Todays raffle basket brought in \$350, November will be our Annual Christmas auction.

**Mentoring** – Pam Neu, CMA (AAMA) MBA, BOT - There were 770 emails sent to all nonrenewing members with the flier of Member Benefits. The flier was in the Med-A-Scoop, but nonmembers would not have access to it. Five of the nonmembers' emails were returned. I am hoping to reach out to them further with emails of upcoming workshops. Maybe some of them will renew their membership.

**2024 State Conference** – Karen Pershing, CMA (AAMA) – ISMA 2024 State Conference – Since this is now an all-district conference, I have included a copy of a tentative schedule. I would like to have input if this looks okay to everyone.

Registrations will be sent to Twelfth District and I need to confirm mailing address that registration will go to. They will be making a spread sheet for the conference also. They will also advise certification chair on new certified and recertified registrants and keep Karen and Dianne updated on registration numbers.

Paula and Jane have agreed to get speakers and submit CEU's to AAMA after conference. There are many other things to do and we have a list that was passed out that we will go over again at next meeting. We will ask for a \$100 for any vendor who sets up a table and if they want, they can give something for a drawing but not required. Remember this is an all-district conference and we need your help.

Rita Michel, CMA (AAMA) will set up an account for ISMA conference to and will have the checks to her to make this more sufficient. Rita will get back to us on the banking situation and the account for the conference. Checks will be made to ISMA conference fund.

**2025 State Conference** – Rita Michel, CMA (AAMA), Pam Neu, CMA (AAMA), MBA, BOT – This is being worked on for now and more information later.

**East Central District** – La Tress Woodley, CMA (AAMA) East Central District – Had a meeting on Aug 12, 2023. First speaker was Jamie Crow, Breaking Bad News for 1.5 CEU's and second speaker was Bob Havens on cyber security. We had 23 people in person and 23 people online. Our next meeting is October 21, 2023.

Super Regional, Paula Schubert will have information on this to present.

We will be meeting with medical assistant students for MAR week and will be giving out the remainder of our Kroger gift cards.

We will be meeting to elect an Alternative director; meeting was over at 12:50 pm

We currently have 397 members.

**First District** – Clara Poirot, CMA (AAMA) CN-BC – We have not met over the summer. Our next meeting will be on Tuesday September 12, 2023 at 6 pm at Ivy Tech Evansville.

We have 203 members

**St. Joseph District** – Brandi Gaumer, CMA (AAMA) – No meeting, we have 224 members, 110 non-renewing members and it says on Website 16 new members but they are non-members

**Southeast District** - Sandra Johnson, CMA (AAMA), MS, CPC, CCS- Southeast District has not met since the state conference. We have 130 members.

**Twelfth District** – Rita Michel, CMA (AAMA) - This is no current report for 12<sup>th</sup> District.

Our current membership is 217.

**West Central District** Jeni Begley, CMA (AAMA) – West Central District Chapter – No report. This district is going inactive for now and we will look at again in one year.

### **Unfinished Business**

Campaign for Jane Seelig, CMA-A (AAMA) for Vice Speaker – There will be an ad in the conference booklet for Jane running for Vice Speaker. We also did a half page for Pam Neu for all she does as Trustee. We will be putting a business card in bags of candy to set out for each delegate in the house. We have spent \$1000 for education and the two ads we put in the booklet.

### **New Business**

AAMA Delegate Packet – President Dianne Wimsett and Vice President Paula Schubert went over the Proposed Bylaws Amendments. We have 7 to review as follow:

Proposed bylaw amendment 23-01- will be removing **treasurer** from wording due to no treasurer at this time only secretary. We have voted yes to this.

Proposed bylaw amendment 23-02 - will be removing the wording, Medical Assisting Education Review Board. We have voted yes to this.

Proposed bylaw amendment 23-03 – To have candidate have full knowledge of current business of the Board of Trustees. We have voted yes to this.

Proposed bylaw amendment 23-04 - Membership. We have let this be decision of delegates after hearing information at the HOD.

Proposed bylaw amendment 23-05 – Membership and CMA (AAMA) members are eligible to be candidates for the AAMA Officers, Trustees, and committee chairs.

We have voted yes to this.

Proposed bylaw amendment 23-06 - Certifying Board, to be able to set a specified date by Speaker of the House for reports to be in. We have voted yes to this.

Proposed bylaw amendment 23-07 – Publication, to allow more flexibility of publication schedule and format, which may not be bimonthly. We have voted yes to this.

This is all going with the Delegates to National and it be voted as we have discussed but outcome is in the HOD.

Any other members going to National that may be able to help in any way please give names to President Wimsett so she can forward name to National. All delegates will give overview of their time at National.

There will be an 80's theme for the Welcome party and we will be getting shirts for this event.

**Super Regional conference** - Super Regional Conference – Paula Schubert CMA (AAMA) CPT (IAPS) After consideration, Embassy Suites, 6089 Clarks Creek Rd., Plainfield, IN 46168. Contact person Mike Grabowski, Director of Sales & Marketing. The location is very accessible from 465, they have shuttle service to the airport, and the rooms can accommodate what we are looking for.

ISMA will have a block of rooms reserved of 10 that helps ISMA get the better meeting room rate. Breakfast is included for the overnight guests, the only meals offered for Friday July 19 and Saturday July 20 will be lunch. No outside food or catering is allowed.

ISMA is allowed to bring our own AV equipment.

**Excel Award Nominations, National Conference** - this is due soon if there are any nominations.

Question was asked why meetings are not also virtual, this could help make money for the state level. We will look at this for next month. If they do virtual, member or not will pay that day for the CEU's

**OHIO MGMA & INDIANA MGMA** - Spoke with Angie Stevensen, Executive Director Indiana MGMA, Friday August 18, 2023. ISMA needs to confirm by August 31 to be able to obtain an Exhibitor's space. Dates for this conference

is **Wednesday, September 13-15, 2023, CHAMPION MILL CONFERENCE CENTER**

**HAMILTON, OHIO.** Exhibitor space cost is \$1750 as we are non-member's (that is for one person and the space), \$150 for any additional member(s) to attend. Those that attend can attend the educational sessions. Jane Seelig, CMA-A (AAMA) moved that we have a table at the MGMA, Kit Stine seconded, motion carried.

Kit Stine, CMA (AAMA), Paula Schubert, CMA (AAMA) CPT (IAPS) did attend the BOT meeting Grand Rapids Michigan where the 2024 National will be held. This was very informational for both. They learned a lot being in the gallery.

**Announcements** Med-A-Scoop deadline is September 30, 2023  
Next State Meeting – November 4, 2023  
IU North Hospital  
11700 North Meridian Street, Carmel, IN

**Adjournment** Dianne Wimsett, CMA (AAMA), President

The meeting was adjourned at 5:32 p.m.

Joyce Edds, CMA (AAMA) CPT (ASPT)

Recording Secretary



## ISMA CODING CORNER

This is a continuation of the article published in the August-September 2023 issue of MAS. This article will focus on the ICD-10-CM codes that are assigned for patients, including health care professionals. It is interesting that there are so many ICD-10-CM codes to identify the different levels of stress.

Z73.3 – This code is assigned for stress that is not documented as more specific by the healthcare provider.

Z60.9 – Stress related to social environment

F43.0 – Acute stress reaction

F43.9 – Reaction to severe stress of unspecified nature or cause

R45.7 – State of emotional shock and stress, unspecified

R56.3 – Stressful work schedule

Health care workers are at a higher risk of workplace stress than other occupations. Some of the most common causes of stress in healthcare workers include:

Understaffing

Lack of resources

Lack of sufficient training or skills

Shift patterns

Heavy patient loads and long shifts

Unsociable hours (this is defined as hours outside work that go beyond usual working hours (whether day or evening/night shifts)

Lack of personal fulfillment from work or job

Stressful and emotional situations in caring for sick patients

Exposure to human suffering and death

Sandra L. Johnson, MS, CPC, CMA (AAMA) [sanljohn@ius.edu](mailto:sanljohn@ius.edu)



References: <https://www.lyrahealth.com/employee-burnout>  
ICD-10-CM – 2023 edition



# **IT'S BACK!**

# **THE ISMA SILENT CHRISTMAS**

# **AUCTION**

**Our November 4<sup>th</sup> meeting with pitch-in luncheon will include the silent Christmas auction. Each member attending is asked to bring one unwrapped item for the auction.**

**Santa is looking forward to seeing everyone again!**



We are getting close to the November 04 meeting, it is the annual **"Souper Saturday"** and the **"Silent Auction"**. Remember, this is a huge fundraiser for ISMA and it is a very fun event. You can re-gift an item, buy an item (Max \$25), make something, be creative and go wild.

Just a reminder for food, **there can be no Onion, Banana, Mangoes (fruit), or Chocolate.** Please send to me your food item that you will be bringing. [schubertpaula63@gmail.com](mailto:schubertpaula63@gmail.com)





My deepest appreciation to the membership of the ISMA who have been so supportive of my service to the AAMA membership as a Trustee. Although I was not elected AAMA Vice Speaker of the House of Delegates, I continue my participation as a contributing member and mentor within our organization. My journey has been very rewarding, and I want to encourage every one of you to expand your horizons by volunteering to guide your chapter into the future. Now more than ever your voice needs to be heard in support of AAMA, an organization which protects the Medical Assistant’s right and scope of practice. Share the knowledge and professional competency which you have acquired with your coworkers as a benefit of membership. Invite them to attend meetings and educational sessions with you. Remember the benefit you realize from your membership is directly related to the amount of time you spend in support of your chosen profession.

Thank you ISMA members for being the wind beneath my wings.

**Jane Seelig, CMA-A (AAMA)**



**Rita’s Rules... as  
Parliamentary Advisor**

***Do you know these Parliamentary terms? Match each term in Column A with a meaning in Column B by placing the letters from Column B in the proper blank spaces in Column A. The correct answers can be found on page 21.***

<u>Column A</u>		<u>Column B</u>
_____	Adjourn	A. Accept/agree
_____	Adopt	B. Administrative body
_____	Agenda	C. Close the meeting
_____	Amend	D. Modify wording or meaning
_____	Appeal	E. Affirmative voice vote
_____	Aye	F. Send to a committee
_____	Board	G. Assembly of delegates
_____	Bylaws	H. Basic rules of a society
_____	Commit or Refer	I. Members question chair’s ruling
_____	Conference/Convention	J. Order of business

**ANSWERS FOR PARLIAMENTARY TERMS.**

1. C
2. A
3. J
4. D
5. I
6. E
7. B
8. H
9. F
10. G

**CMA CMA CMA CMA CMA CMA CMA CMA CMA CMA CMA CMA CMA CMA CMA**

**Board of Trustees Report—Pam Neu, CMA (AAMA), MBA, BOT**

The national conference at Buena Vista Lake, Orlando Florida was a wonderful, productive time. I am so proud of our Indiana Delegates! Professional, inquisitive, and interacting with many other delegates. They represented Indiana well!!

The Friday Night Awards were great! The costumes of many “80s People” were fabulous! Don Balasa came as “Don Johnson” and brought down the house—he nailed it with the leisure suit, hanging badge, and no socks with loafers. He even slicked his hair back like Don Johnson.

Other awards that night—to name a few:

Leadership and Mentoring was Donna Gibbons, CMA (AAMA)

Golden Apple Sandra Alexander, MPA CMA (AAMA)

Medical Assistant of the Year: Rebecca Eldridge, CMA (AAMA)

These are just a very few of the awards that were handed out. Ask myself or the delegates for a list of all the awards given out that night.

If you have a copy of the delegates packet (you can obtain a copy on the AAMA website) you can read all the reports of the BOT members, and officers. We had a big year and have much more planned for the 23-24 years. Bylaws were a hot topic! Proposed Amendment 23-01 was passed: Treasurer will be removed from the bylaws; Proposed Amendment 23-02 MAERB will be removed from the bylaws; proposed Amendment 23-03 passed: Qualifications of the Officers and Trustees; Proposed Amendment 23-04

passed about the Membership-any medical assistant holding current status through a National Commission for Health Certifying Agencies (NCCA)-accredited certification program and whose credential has not been revoked as provided by the respective credentialing body.....

Proposed amendment 23-05 did not get adopted.

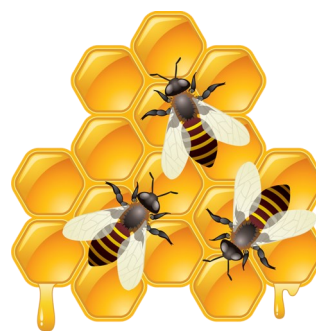
Proposed 23-06 Boards and Councils, Sections 1-2 did pass and it was about the annual reports need to be submitted by the Speaker of the House when specified.

Proposed Bylaw Amendment 23-07 passed and this was about the official publication will be published regularly according to the format and frequency by the AAMA Board of Trustees.

Our publication the CMA Today is now known as the **Professional Medical Assistant**.

It is such an honor to represent the Indiana Society of Medical Assistants as a national board of trustee member. I appreciate your support and your dedication to the medical assisting profession! You are my “BUSY BEES” that makes my job so much easier. **THANK YOU!**

Pam Neu, CMA (AAMA), MBA, AAMA Trustee



### **HOSA Report—October 6, 2023**

Jane Seelig, CMA-A (AAMA) and I went to the William K. Nasser, M.D. Healthcare Education and Simulation Center on Friday, October 6 to attend the statewide educator HOSA meeting. In the morning there were speaker presentations and roundtables. After lunch Ascension presented their new programs at the center and the statistics on how they were doing. Jane and I then had four 15 minute roundtable discussions with the instructors. From 5 to 12 attended each session and we discussed the new membership capabilities for the CCMA. We told them about the benefits of the AAMA membership with networking, CEUs on a national, state, and local level. The material was received well by all of the instructors and many made notes of the web addresses of the national and state websites.

I believe that this presentation was beneficial to the local, state, and national medical assistants to increase membership and partnerships with the certified clinical medical assistant. Many of the educators were excited to be a part of a nationally recognized organization.

Pam Neu, CMA (AAMA), MBA

## *Your Membership for AAMA- National, State, and Local Dues are Affordable!*

### **National Benefits Include:**

- **View CEUs Daily on [www.aama-ntl.org](http://www.aama-ntl.org)**

With membership you have 24-hour access to view your CEU transcript. When it is time to renew your certification, all you need to do is submit your credit card info and your 60 CEUs will be submitted for you. It is SO easy!

- **BENEPLACE**

Membership gives you access to an exclusive savings Marketplace with Beneplace, a partner of the AAMA. Get great discounts on favorite brands & local businesses.

- **Discounted Continuing Education**

Stay current in healthcare topics with CEUs that can be found at the e-learning Center, CMA Today, AAMA Annual Conference and State/local meetings. Members can enjoy discounts at most (if not all) of these opportunities!

### **State and Local Benefits Include:**

- **Website [www.insocmedasst.org](http://www.insocmedasst.org)**

24-hour access to the state website. Keep up on state and local news.

- **Med-A-Scoop** All members have access to Med-A-Scoop "the state newsletter" on the website under Documents: Includes minutes of Board Meetings, State officers, District officers, and Physician Advisers, and much more.

- **Continuing Education** See where the local districts are having their workshops or meetings. In-person, hybrid, or virtual meetings are being held on a regular basis throughout the state. Find one near you!

**\$97.00 per year**

**Join on July 1-Oct 31  
to save even more!!  
Online only.**

**\$8.08 per  
month**

**\$1.87 per  
week**

**Contact Us:  
[Insocmedasst@gmail.com](mailto:Insocmedasst@gmail.com)**

## DOWNLOAD THE ISMA APP!

Instructions for Android and iPhone:

**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!!

**iPhone:** 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!!

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

**NOTICE-** If you have a name or address change **PLEASE NOTIFY** the National AAMA at 1-800-ACT-AAMA (1-800-228-2262) OR [WWW.AAMA-NTL.ORG](http://WWW.AAMA-NTL.ORG)



**Next ISMA Meeting on  
November 4, 2023 at  
IU North  
11700 N. Meridian St.  
Entrance B**

