

MED-A-GRAM

Spring 2016

NEBRASKA

**Society of
Medical Assistants**



AN AFFILIATE OF THE
AMERICAN ASSOCIATION OF MEDICAL ASSISTANTS

State Conference at Kearney, sponsored by the

★ **Grand Island**

★ **Great Plains**

★ **Hastings**

★ **Lincoln**

★ **Omaha**



I AM A CERTIFIED MEDICAL ASSISTANT

"I'm strengthened by compassion, courage and faith"

Important Registration Information

Enclosed the 2016 NSMA Conference Information Page 2

See the list of Newly Certified Medical Assistants Page 11

**Delegates Reports from the AAMA National Conference
in Portland, Oregon Page 19**

A publication of the
Nebraska Society of Medical Assistants

AN AFFILIATE OF THE AMERICAN ASSOCIATION OF MEDICAL ASSISTANTS

Editor:

Carol Hipke-Muske, CMA (AAMA)
1414 N Kansas Ave.
Hastings, NE 68901-3125
H) 402-463-7976
W) 402-460-2173
b_a_cma@hotmail.com

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All statements or comments in the Med-A-Gram
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Society of Medical Assistants or American
Association of Medical Assistants.

Information contained within is meant to be
informative, enlightening and helpful, but is subject
to change.

American Association of Medical Assistants

www.aama-ntl.org

1-800-228-2262

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*If you would like a membership packet sent to a fellow Medical Assistant,
contact the NSMA Membership Chair:*

Janet Ueding, CMA (AAMA), LRT
909 L Street • Tekamah, NE 68061
402.808.4190
ueding48@yahoo.com

Conference Information

Nebraska Society of Medical Assistants

Attention CMAs (AAMA), RNs, LPNs and Medical Office Personnel,

As the Nebraska Society of Medical Assistants Conference Chairs, it is our privilege and pleasure to extend this official invitation to you to attend the 50th annual NSMA Conference. The conference will be held at the Kearney Holiday Inn, 110 S. 2nd Avenue Kearney, Nebraska 68847.

Included is the registration form and hotel reservation information. As you will notice on the registration form, you have the option of the full two-day registration, which is your best deal or individual days if you are not able to come for the entire conference. Registration will begin Friday at 7:30 AM. There will be approximately 12 hours of continuing education presented. The applicable fees are included in the registration fee. Registration deadline is March 25, 2016, no refunds after April 1, 2016.

On the hotel reservation information sheet, note the deadline for room reservations. Thursday, March 15th, 2016 is the last date to obtain the special conference group rate. Do not wait to make your hotel reservations as the allotment of rooms may fill up before the deadline date.

A special invitation is extended to all first-time conference attendees, non-members, and medical assisting students. You will be able to meet other medical assistants, share ideas with them and look at the organization and all it has to offer. There will be members available to answer any questions regarding our organization.

We will be honoring members and installing our newly elected board members during the conference. Meals that are included in the registration fee include the Friday Luncheon and Saturday Luncheon.

Friday, Friday, Friday

One day only~bring your cash for the Denim Day Friday FUNdrasier!

For a separate 5-dollar donation to the Denim Day FUNdraiser, on Friday, April 15th only, you can contribute and wear your blue jeans to the Friday sessions. Your \$5 will be payable at the registration table only-not on your registration form, no jeans with holes please. The rest of the conference is casual business dress – no scrubs, sweats, shorts and no blue jeans on Saturday.

The Grand Island Chapter welcomes you to Kearney for a special event on Friday!

Friday evening, April 15, 2016, from 6-9, the Grand Island Chapter has planned a social event for Medical Assistants and their families in town for the NSMA Annual Conference. We have reserved the Great Plains Archway located east of the Holiday Inn, right off the interstate.

The cost will be \$9.00 + tax per person, purchased at the Archway. Food vendors will be at the site.

Again, we welcome each and every one attending the NSMA Annual Conference and their families.

Send this separate registration form and check, payable to the Grand Island Chapter of Medical Assistants to the information below. If you have any questions before mailing, please contact Deb Potratz, the conference treasurer. Thank you and hope to see you all there!!!!

Make a note for your packing. It is difficult to keep the temperature in all rooms comfortable for everyone, so please dress in layers---if desired. Please dress professional- casual business attire is required for the entire conference including the CEU sessions and business meetings - No blue jeans on Saturday, sweats, scrubs or cutoffs.

As we gather together to attend the 50th Annual NSMA Conference, we hope your stay is enjoyable and comfortable. May we take this opportunity to continue growing in our profession and to become the best Medical Assistants we can be!

Conference Agenda

Set the Gold Standard - Be a CMA (AAMA) 50th Annual NSMA Conference at the Holiday Inn 110 S 2nd Ave, Kearney, NE 68847, 308-237-5971

(Sessions and times subject to change)

Name badges must be worn at all times for admittance to all CEU sessions and meals

Friday, April 15, 2016

7:30 am – 9:00 am	Registration	
7:30 am – 8:30 am	Pre-Conference Board Meeting	
9:00 am – 9:15 am	Welcome to Lincoln by Mayor Stan Claus	
9:15 am – 10:15 am	Gum Disease Mindy Rief, DDS	1 CEU
10:15 am – 11:15 am	ZIO Patches Daniel McGowan, MD	1 CEU
11:15 am – 12:15 pm	Luncheon/ Exhibits	
12:15 pm – 1:15 pm	Health Ministry Susan Ferrone, RN	1 CEU
1:15 pm – 2:15 pm	EPC (Emergency Protective Custody) Emily Hensley, APRN	1 CEU
2:15 pm – 2:30 pm	BREAK	
2:30 pm – 3:30 pm	TBA	1 CEU
3:30 pm – 5:30 pm	Job Burnout/Disgruntle Employee Shelly/Jen, Buffalo Community Partner	2 CEU

6:00-9:00 pm Welcome at Great Plains Archway for ALL NSMA members and their families, food will be available upon purchase. Cost per PERSON will be \$9.00.

Saturday, April 16, 2016

7:30 am – 9:30 am	Registration	
8:00 am – 9:30 am	House of Delegates	
9:30 am – 10:00 am	Exhibits	
10:00 am – 12:00 pm	Neurological Richard Andrews, MD	2 CEU
12:00 pm – 1:30 pm	Awards/ Installation of NSMA Officers/ Luncheon	
1:30 pm – 2:00 pm	Exhibits	
2:00 pm – 4:00 pm	Human Trafficking Sue Gabreal	2 CEU
4:00 pm – 4:15 pm	BREAK	
4:15 pm – 5:15 pm	HPV Michele Krieger, MD	1 CEU

Education Sessions are subject to change without written notice. The opinions and information presented during the educational sessions do not necessarily represent those of the AAMA or NSMA. Presenters are solely responsible for the accuracy of their presentation.

Because we are honoring our elected officers and special guests this weekend, we ask that you dress in casual business attire, no scrubs, sweats, shorts and NO blue jeans on Saturday. In addition, clothe for your own personal temperature comfort during sessions.

Registration Form**Nebraska Society of Medical Assistants 50th Annual Conference Registration
April 15 & 16, 2016**

Name:		Credentials:	
Address:			
City:		State & ZIP:	
Email:		Phone:	
Chapter:		AAMA ID or SS#:	
1. <input type="checkbox"/> Yes <input type="checkbox"/> No Is this your 1 st NSMA Conference? 2. <input type="checkbox"/> Yes <input type="checkbox"/> No Are you a past State President? 3. <input type="checkbox"/> Yes <input type="checkbox"/> No Are you a Newly Certified CMA (AAMA) within the past 12 months? 4. <input type="checkbox"/> Yes <input type="checkbox"/> No Have you Recertified your CMA (AAMA) credential since April of 2015? (mo/yr _____)			

FULL TWO-DAY REGISTRATION (12 CEUs and Two meals)

- ☐ Members (meals & educational sessions) \$120.00
- ☐ Non-Members (meals & educational sessions) \$210.00
- ☐ Students (meals & educational sessions) \$110.00
- ☐ Students (educational sessions only) \$ 35.00

FRIDAY ONLY (7 CEUs and One meal)

- ☐ Members (meal & educational sessions) \$ 80.00
- ☐ Non-Members (meal & educational sessions) \$120.00
- ☐ Students (meal & educational sessions) \$ 60.00
- ☐ Students (educational sessions only) \$ 20.00

SATURDAY ONLY (5 CEUs and One meal)

- ☐ Members (meal & educational sessions) \$ 80.00
- ☐ Non-Members (meal & educational sessions) \$120.00
- ☐ Students (meal & educational sessions) \$ 60.00
- ☐ Students (educational sessions only) \$ 20.00

OPTIONS

- ☐ GUEST Friday luncheon meal ticket _____ @ \$25.00
- ☐ GUEST Saturday luncheon/awards ticket _____ @ \$25.00
- ☐ LATE FEE for Registration _____ @ \$15.00
(Will be added to all registrations postmarked after March 25, 2016)

Registrations will be processed at the registration rate available when payment is received

TOTAL \$ _____

To provide accurate meal counts, please check the following:

- ☐ I plan on attending the Friday Luncheon meal
- ☐ I plan on attending the Saturday luncheon/awards meal

Alcoholic beverages, illicit drugs, and smoking are prohibited during the conference-sponsored events.

Conference name badges must be worn for admittance to all CEU sessions and meals

**Watch the NSMA website for conference updates
www.nsmaonline.org**

**Registration Deadline is
March 25, 2016.
No Refunds after April 1, 2016.**

**Make Check Payable To:
2016 NSMA CONFERENCE**

**Mail Check and Registration To:
Debra Potratz, CMA (AAMA)
814 Sweetwood. GI, NE.
68803
308-382-6123**

The continuing education sessions at this conference have been approved by the AAMA for CEUs. Granting approval in no way constitutes endorsement by the AAMA of either the program's content or facilitator.

Photos taken throughout the conference may be utilized in NSMA media.

Breakfast is on your own each morning, there is a restaurant at the hotel and other nearby restaurants.

Hotel Reservation Information

**2016 NSMA Conference
April 15 & 16, 2016, Kearney, Nebraska**

**50th Annual NSMA Conference at the Holiday Inn
110 S 2nd Ave, Kearney, NE 68847, 308-237-5971**

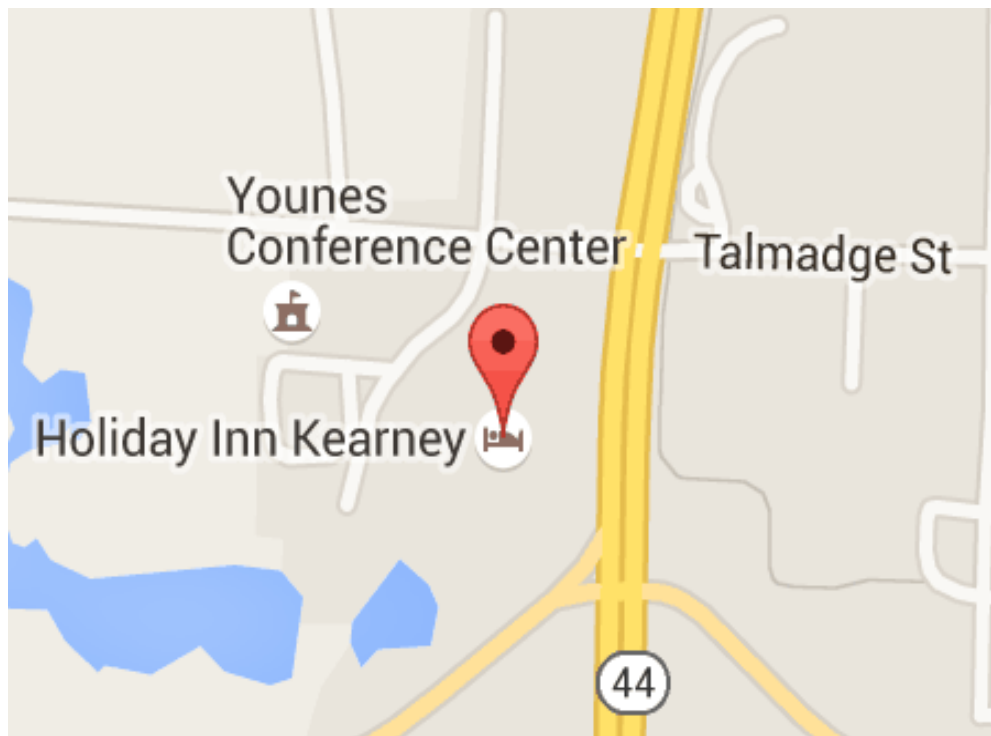
**NSMA Group Room rate deadline is Thursday March 15, 2016
*Specify NSMA Conference when making reservation.***

Breakfast is on you own each morning

**Hotel Reservation Information
1 room 2 queen beds - \$99.99
*If registered by Thursday, March 15, 2016**

**Check In-4:00pm
Check Out-Noon**

Directions: Located 2 miles south of downtown, just off of I-80



Letter From The President



Nicole Dvorak, CMA (AAMA)
49th President of the Nebraska Society of Medical Assistants

The year 2015 has gone too quickly. As I look back on the year for me, it has been a year of change and personal growth. I took on the challenge to serve as your state president and then I took a leap and changed jobs after almost 9 years. I have learned that change is scary and but also is very rewarding.

I am lucky that I have an amazing board of directors guiding me and are not afraid share their ideas. As we look into the future of the organization there is so much potential for us to grow.

I hope to see everyone at the 50th Annual NSMA Conference in Kearney at the Holiday Inn on April 15 and 16, 2016. The Grand Island chapter will be hosting and they having been working hard to bring us an exciting conference be sure to check the spring Med-A-Gram and the NSMA website for updates and conference registration information.

As President, I was also able to attend the AAMA conference in Portland Oregon in September. It is always wonderful to talk with other states members to see what is working and how they are changing and growing. As a state, we were honored that Nebraska also won an Excel award for its Med-A-Gram publication.

I cannot begin to thank my amazing Board of Directors, committee chairs, and Chapter Presidents for their commitment to the NSMA. I would also like to thank the members who have placed their trust in all of us to make this a better organization.

If you have ever thought of taking on a roll, whether it be with your local chapter or you want to jump right in on the NSMA board, just take a leap of faith and know you are not doing it alone.

Thank you to my family, friends, members and the NSMA Board for your support this last year. I could not have done it with our each and everyone one of you.

Nicole M Dvorak CMA (AAMA)
2015-2016 NSMA President

2015-2016 NSMA Officers

2015-2016 NSMA Board of Directors



The 2015-16 elected NSMA Officers: R-L~ President Nicole Dvorak CMA (AAMA), Immediate Past President Debra Potratz, CMA (AAMA), Speaker of the House Ashley Helms, CMA (AAMA), Secretary, Jennifer Svagera CMA (AAMA), NCPT, BS, Treasurer Jen Kocian, CMA (AAMA), Vice Speaker of the House Jean Burmood, CMA (AAMA) (not pictured), and Vice President Terrie King, CMA (AAMA),

PRESIDENT

Nicole Dvorak, CMA (AAMA)
57 Wenwood Circle
Council Bluffs, IA 51503

c) 402.214.3319
ndvorakcma76@gmail.com

VICE PRESIDENT

Terrie King, CMA (AAMA)
3114 Ave I
Council Bluffs, IA 51503-4913

h) 712.322.2674
w) 402.955.6402
terriek1@hotmail.com

IMMEDIATE PAST PRESIDENT

Debra Potratz, CMA (AAMA)
814 Sweetwood Dr
Grand Island, NE 68803

h) 308.382.6123
ba.cma.aama2@gmail.com

SECRETARY

Jennifer Svagera CMA (AAMA), NCPT, BS
520 S. 38th St
Lincoln, NE 68510
h) 402.540.8332
jenniferinnebraska@hotmail.com

Kaplan University
1821 K St
Lincoln, NE 68508
w) 402.427.0501
jsvagera@kaplan.edu

SPEAKER OF THE HOUSE

Ashley Luhr, CMA (AAMA)
5631 Salt Valley VW St
Lincoln, NE 68512
c) 402.304.8039

ashleyluhr@yahoo.com

TREASURER

Jen Kocian, CMA (AAMA)
1601 Torreys Drive
Lincoln, NE 68521
toddjen320@neb.rr.com

h) 402.476.6833
c) 402.326.9066

VICE SPEAKER OF THE HOUSE

Jean Burmood, CMA (AAMA)
1408 E 57th St Pl
Kearney, NE 68847

exflorgirl@aol.com
h) 308.865.2601
c) 308.293.1390

NSMA 2015-2016 Standing Committee Chairman

ARCHIVE

Lori Weskamp, CMA (AAMA)
19310 Adams St
Lincoln, NE 68527

moolaw55@gmail.com
h) 402.781.2428
c) 402.429.8644

AWARDS

Andrea Tiarks, CMA (AAMA)
617 Arnold Ave
Council Bluffs, IA 51503-5150
c) 402.660.0838

h) 712.325.1669
andy4461@aol.com
w) 402.343.1122

BUDGET & FINANCE

Linda Allensworth, CMA (AAMA), CPC

PO Box 283
Carson, IA 51525-0283
h) 712.484.3446

Physicians Clinic, Inc
Omaha, NE
callensw@frontiernet.net
c) 402.740.1164

BYLAWS

Lori Kounovsky, CMA (AAMA)

PO Box 644
Plainview, NE 68769
h) 402.582.4506
ldkounovskycma@yahoo.com

CHI Health-Plainview
PO Box 490
Plainview, NE 68769
w) 402.582.3434
Fax 402.582.4667

CERTIFICATION / EDUCATION

Katie Greisen, CMA (AAMA)

4400 Hallcliffe Rd
Lincoln, NE 68516

h) 402.416.9676
klgreisen6912@yahoo.com

DOCUMENTS

Jan Frederick, CMA (AAMA)

7217 N 74th St
Omaha, NE 68122
h) 402.932.8561
janfrederickcma@cox.net

Heart Consultants
1120 N 103rd Plaza, Ste 100
Omaha, NE 68114
w) 402.384.4192
f) 402.384.4202

EDITORIAL

Carol Hipke-Muske, CMA (AAMA)

1414 N Kansas Ave
Hastings, NE 68901
h) 402.463.7976
b_a_cma@hotmail.com
cmuske@cccneb.edu

Central Community College-Hastings
PO Box 1024
Hastings, NE 68902-1024
w) 402.460.2173, Fax same as work
c) 402.984.5317

MARKETING

Denise Arnold, CMA (AAMA) dkarnold59@yahoo.com

7501 S 34th St
Lincoln NE 68516
c) 402-430-2159

h) 402.420.5228
w) 402-483-8705

MEMBERSHIP

Janet Ueding, CMA (AAMA), LRT

909 L Street
Tekamah, NE 68061

h) 402.808.4190
ueding48@yahoo.com
c) 402.870.1327

MENTOR

Andrea Stewart, CMA (AAMA)

PO Box 432
Sutherland, NE 69165
h) 308.386.6074
andycma@yahoo.com

Family First Health Center
w) 308.386.4799
Fax 308.386.4343

PUBLIC AFFAIRS

Michel McKinney, CMA (AAMA)

4355 S Juniata Ave
Juniata, NE 68955
h) 402.756.6660
mmckinney@cccneb.edu

Central Community College-Hastings
PO Box 1024
Hastings, NE 68902-1024
w) 402.461.2405

WEBSITE

Debra Potratz, CMA (AAMA)

814 Sweetwood Dr
Grand Island, NE 68803

h) 308.382.6123
ba.cma.aama2@gmail.com

2016 CONFERENCE CHAIR

Jean Burmood, CMA (AAMA) exflorgirl@aol.com

1408 E 57th St Pl
Kearney, NE 68847

h) 308.865.2601
c) 308.293.1390

NSMA 2015-2016 Chapter Presidents

GRAND ISLAND	Sue Simodynes CMA (AAMA)	suelstrong@yahoo.com
GREAT PLAINS	Andrea Stewart, CMA (AAMA),	andycma@yahoo.com
HASTINGS	Sally Elley, CMA (AAMA), LRT, CPC	se91740@windstream.net
LINCOLN	Jennifer Svagera CMA (AAMA), NCPT, BS	lincolnchaptersma@gmail.com
OMAHA	Tracy Bednar, CMA (AAMA), LRT	jamietracybednar@msn.com

If you would like more information on the NSMA or a membership packet sent to a fellow Medical Assistant, contact the NSMA Membership Chair-

Janet Ueding, CMA (AAMA), LRT
909 L Street • Tekamah, NE 68061 • 402.808.4190 • ueding48@yahoo.com

MEDICAL ASSISTING NEEDS YOU!

There are two easy ways to join:

Visit the website page: www.aama-ntl.org

Or call the AAMA's national office at 1-800-228-2262



AAMA Information

American Association of Medical Assistants

20 NORTH WACKER DRIVE, STE 1575 • CHICAGO, ILLINOIS, 60606-2903

TOLL FREE 1-800-228-2262 • FAX 1-312-899-1259

What is the Mission of the AAMA?

The mission of the American Association of Medical Assistants is to provide the medical assistant professional with education, certification, credential acknowledgment, networking opportunities, scope-of-practice protection, and advocacy for quality patient-centered health care.

Here is some exciting information that you can share with your members.

Have you seen the updated AAMA website? Many new changes have been made to the site, for example, once you have setup your login, you will be able to make updates to your personal information, renew your membership, and recertify online with the click of a mouse. To learn more about the updates, follow the information supplied by the AAMA below.

The website has new tutorials available to assist in navigating the site. The link can be found in the upper right hand corner of the home page.

AAMA Website - Time-Saving Tips

The AAMA website is new and improved! You no longer need to use your last name and ID number to sign in to the website. You will need to create a new account using your e-mail address.

Follow the link to begin your new AAMA website experience! <https://www.aama-ntl.org/register>

If you have any trouble, feel free to call us at 800/228-2262, ext. 774.

Extra Tip: For access to personal and professional information, such as your CEU transcript, sign in and click on "My Account" in the upper-right corner.

Recertify Online with AAMA CEUs - all of your CEUs appear on your AAMA CEU Transcript and it is within 30 days prior to your certification expiration date you can apply online.

Recertify by Phone with AAMA CEUs - if all of your CEUs appear on your AAMA CEU Transcript, you do not need to fill out the application.

Call the AAMA Continuing Education Department at 800/228-2262. Have your credit card handy. (Recertification status will not be determined at the time of your call. As with mail-in applications, processing may take up to 30 days.)

The quickest way to join or renew your membership with AAMA is online.

While our two main fax numbers (312/899-1259 and 312/899-8391) still are in operation, we now also have some direct fax numbers to expedite some of the items you are sending.

Program Approvals – 312/635-3363

Attendance Forms – 312/635-3364

Rosters and labels can be requested from the website under the volunteer button drop-down menu.

Marketing materials can be ordered through the website store. Both can be accessed 24/7, when it's convenient for you.

How members are placed into chapters. Zip codes for chapters are provided to the national office by the state society president. Staff does not place members into chapters. The computer system automatically places members according to the zips provided by the state president. We suggest that state societies audit their zip codes periodically. If you would like to request a listing of the zip codes for your state, the state president can email us a request. Our team will make the changes you provide to us. If a member does not have a chapter near enough for a zip code assignment, they will be members-at-large within the state. Members can always call the national office and ask to be assigned to another chapter. The chapter reassignment will be locked in until another change is indicated by the member.

Look for the AAMA on Facebook also!

Student Buzz

"I want to be a *medical assistant*

MEDICAL ASSISTING STUDENT VIDEO & ESSAY COMPETITION

because..."

What made you want to become a medical assistant? Interest in the medical field? A desire to help others? Tell us!

Produce a short video or write an essay titled "I want to be a medical assistant because..." and send it in.

Your entry could win \$500!

(Sponsored by textbook publisher F.A. Davis.)

Your audience: Potential medical assisting students. Who better to tell them about entering the medical assisting profession than you!

Your pitch: Your story should inspire others to consider the profession and aspire to achieve the CMA (AAMA) credential.

Your judges: The AAMA Communications and Marketing Department

Your deadline: July 1, 2016

How to get started: Think about what you would say to a friend or an acquaintance to encourage them in pursuing medical assisting as a profession. Why did you choose it as your career path? Then, think about what you would tell this person about going after that CMA (AAMA) credential. What kind of professional edge does the credential provide?

Eligibility: You are eligible to enter if you enrolled in and have completed at least one quarter or semester at a postsecondary medical assisting program accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP).

Submission requirements

Essay

- Send as an attachment via e-mail to communications@aama-ntl.org (Include the information from the form below in your e-mail message.)
- Length: 400–500 words
- Save in Microsoft Word .doc or .docx format

Video

- Must be submitted as a video file (.avi, .mpeg, .wmv, .mp4, .mov) on DVD (3 copies required)
- Length: 3-minute maximum
- No limit on number of actors in video

Judging criteria

- Essay entries will be judged based on writing quality, content, and overall effectiveness.
- Video entries will be judged on quality of production, content, and overall effectiveness.

Entries that do not meet all the submission requirements will automatically be disqualified. All entries become the property of the AAMA and will not be returned.

Essay entry: See submission requirements above.

Video entry: Fill out this form, detach it, and mail it by **July 1, 2016** with your entry to the AAMA.

Full name: _____

Academic institution address: _____

Address: _____

Academic institution city/state/ZIP: _____

City/state/ZIP: _____

Educator's name: _____

Daytime phone number: _____

E-mail address: _____

The academic institution name of your medical assisting program: _____



AMERICAN ASSOCIATION
OF MEDICAL ASSISTANTS
20 N. WACKER DR., STE. 1575
CHICAGO, ILLINOIS 60606

website: www.aama-ntl.org 800/228-2262

Newly Certified Medical Assistants

The Nebraska Society of Medical Assistants would like to acknowledge the following Certified Medical Assistants who passed their certification exam from April 1, 2015 to February 1, 2016

Newly Certified:

Alexandra Vazquez Ramirez, CMA (AAMA) South Sioux City NE
 Alexis Rai Hooker, CMA (AAMA) Central City NE
 Allison J Svoboda, CMA (AAMA) Lincoln NE
 Amanda L Barrera, CMA (AAMA) Bennington NE
 Amanda Sedam, CMA (AAMA) Minden NE
 Amber M Boylan, CMA (AAMA) Omaha NE
 Amber R Mathes, CMA (AAMA) Lincoln NE
 Ami Lyn Ress, CMA (AAMA) Omaha NE
 Angela Marie Eytcheson, CMA (AAMA) Saint Paul NE
 Anissa M Racette, CMA (AAMA) Lincoln NE
 Ann Chmelka, CMA (AAMA) Prague NE
 Ashley L Heckman, CMA (AAMA) Lincoln NE
 Brianna M Scott, CMA (AAMA) Lincoln NE
 Casandra N Carlsen, CMA (AAMA) Omaha NE
 Cheyenne A C Schlegel, CMA (AAMA) Omaha NE
 Christina J Soukup, CMA (AAMA) Omaha NE
 Debra A Stickney, CMA (AAMA) Lincoln NE
 Denise R Reeser, CMA (AAMA) Fremont NE
 Denise R. Kelley, CMA (AAMA) Juniata NE
 Dyan L Frank, CMA (AAMA) Lavista NE
 Eleanor Katherin Strickland, CMA (AAMA) Hastings NE
 Enver Utku Eyyupoglu, CMA (AAMA) Lincoln NE
 Erin R Hildenbrand, CMA (AAMA) Lincoln NE
 Gina Marie Scalise, CMA (AAMA) Omaha NE
 Haylie Jo Harding, CMA (AAMA) Lincoln NE
 Heather Nicole Martinez, CMA (AAMA) Omaha NE
 Helen Derun, CMA (AAMA) Waverly NE
 Jennifer M. Indra, CMA (AAMA) Ceresco NE
 Jessica Lynn Goree, CMA (AAMA), MA Kearney NE
 Kare Lynn Wolinski, CMA (AAMA) Elba NE
 Kimberly Ann Walker, CMA (AAMA) Ravenna NE
 Kolina N Rieper, CMA (AAMA) Omaha NE
 Laura A Scholl, CMA (AAMA) Lincoln NE
 Laurie Nanfito, CMA (AAMA) Omaha NE
 Lindsey Kay Fey, CMA (AAMA) Omaha NE
 Lisa Marie Spittler, CMA (AAMA) Omaha NE
 Lori R Voss, CMA (AAMA) Omaha NE
 Lynette E Sales, CMA (AAMA) Eagle NE
 Maisie A Ocampo, CMA (AAMA) Lincoln NE
 Mary C Black, CMA (AAMA) Bellevue NE
 Megan E. Franks, CMA (AAMA) Omaha NE
 Melissa J Bradford, CMA (AAMA) Lincoln NE
 Rachel L.M Workman, CMA (AAMA) Lincoln NE
 Samantha Kaitlyn Bates, CMA (AAMA) Lincoln NE
 Samantha Nicole Krueger, CMA (AAMA) Lincoln NE
 Sarah C Straub, CMA (AAMA) Lincoln NE
 Sarah I Doolan, CMA (AAMA) Bellevue NE

Stacy Nicole Kellerman, CMA (AAMA) Lincoln NE
 Stephanie J. Hansher, CMA (AAMA) Omaha NE
 Stevie Lee Duffield, CMA (AAMA) Omaha NE
 Taylor N Johnston, CMA (AAMA) Omaha NE
 Tayler M Mack, CMA (AAMA) Lincoln NE
 Taylor Marie Kolarick, CMA (AAMA) Lincoln NE
 Tierney A Plowman, CMA (AAMA) Bennington NE
 Veronica R Newsome, CMA (AAMA) Omaha NE
 Wendy M Edgill, CMA (AAMA) Grand Island NE
 Amanda B Hill, CMA (AAMA) La Vista NE
 Cheyanne Lauren Halverson, CMA (AAMA) Lincoln NE
 Dorothea L Jenkins, CMA (AAMA) Omaha NE
 Emily Rose Sissala, CMA (AAMA) Omaha NE
 Hosanna Sok, CMA (AAMA) Lincoln NE
 James Richard Coughlin, CMA (AAMA), Sr. Omaha NE
 Kim M Stuart, CMA (AAMA) Omaha NE
 Mary Elizabeth Vokes, CMA (AAMA) Bellevue NE
 Nicole L Schumacher, CMA (AAMA) Kennard NE
 Rachael D Lewis, CMA (AAMA) Plattsmouth NE
Recertified CMAs (AAMA)
 Alissa Finelli, CMA (AAMA) Lincoln NE
 Alma C Delgado, CMA (AAMA) Plattsmouth NE
 Amy N. Svarc, CMA (AAMA) Crete NE
 Andrea Ida Prater, CMA (AAMA) Syracuse NE
 Angela L Frain, CMA (AAMA) Lincoln NE
 Angela Renee Koch, CMA (AAMA) Lincoln NE
 Angelica I Dunse, CMA (AAMA) Firth NE
 Angie D Claypool, CMA (AAMA) Lincoln NE
 Ann M Wadsworth, CMA (AAMA) Wolbach NE
 Ashley Stovall, CMA (AAMA) Eagle NE
 Betty S Alspach, CMA (AAMA) Omaha NE
 Brandi L. Dunning, CMA (AAMA) Lincoln NE
 Brandy Nicole Baxter, CMA (AAMA) Omaha NE
 Carolyn M. Schaal, CMA (AAMA) Omaha NE
 Carolyn Sue Inserra, CMA (AAMA) Omaha NE
 Cheryl Ann Meyer, CMA (AAMA) Omaha NE
 Christine M Mangiamelli, CMA (AAMA) Omaha NE
 Cynthia June Oquendo, CMA (AAMA), LRT Omaha NE
 Dawn M Kohle, CMA (AAMA) Stuart NE
 Deborah C Price, CMA (AAMA) Gretna NE
 Debra K Potratz, CMA (AAMA) Grand Island NE
 Deidra Jo Parker, CMA (AAMA) Hickman NE
 Denise L Pitzl, CMA (AAMA) Omaha NE
 Diana S. Beins, CMA (AAMA) Ashland NE
 Diane R. Lindblom, CMA (AAMA) Omaha NE
 Dianna Lynne Maxwell, CMA (AAMA) Omaha NE
 Elizabeth Ann Kopf, CMA (AAMA) Lexington NE
 Elizabeth Margaret Martinez, CMA (AAMA) Minden NE
 Emily Ann Crowdtell, CMA (AAMA) York NE
 Erica S. Hubbard, CMA (AAMA) Lincoln NE
 Havalva B Rahn, CMA (AAMA) Omaha NE

Heather Sue Hitz, CMA (AAMA) Battle Creek NE
 Jeannine L Nagel, CMA (AAMA), BSHCM Omaha NE
 Jodi Ann Hurst, CMA (AAMA) Minden NE
 Jodi L Schlieker, CMA (AAMA) Fremont NE
 Jody K. Maslonka, CMA (AAMA) Saint Edward NE
 Julie M Vandeman, CMA (AAMA) Blair NE
 Karmel J Haldeen, CMA (AAMA) Oshkosh NE
 Katherine Christine Bringe, CMA (AAMA) Omaha NE
 Kathy M Binge, CMA (AAMA), AAS Lincoln NE
 Katie M Fehrman, CMA (AAMA) Omaha NE
 Katrina Marie Eggers, CMA (AAMA), LRT Fremont NE
 Kim A. Smisek, CMA (AAMA) Lincoln NE
 Kimmara Rae Hughes, CMA (AAMA) Lincoln NE
 Laura Ann Summers, CMA (AAMA) Lincoln NE
 Linda Sue Sheldon, CMA (AAMA) Lincoln NE
 Lisa Marie Hoffman, CMA (AAMA) Grand Island NE
 Lori A Dawson, CMA (AAMA) Omaha NE
 Lyndsay Dee Nieman, CMA (AAMA) Elwood NE
 Mary H. Vigil, CMA (AAMA) Elkhorn NE
 Melissa J. Dewitt, CMA (AAMA) Dwight NE
 Melissa Sue Waltke-Hill, CMA (AAMA) Lincoln NE
 Michelle Christine Horner, CMA (AAMA) Lincoln NE
 Michelle K. Pelster, CMA (AAMA) Petersburg NE
 Monica Martinez, CMA (AAMA) Omaha NE
 Monique Ann McCall, CMA (AAMA), BS-HCM Lincoln NE
 Nancy A. Musil, CMA (AAMA) Clarkson NE
 Nicole L Nelson, CMA (AAMA) Fort Calhoun NE
 Pam K. Stearley, CMA-A (AAMA) Lincoln NE
 Pam Ondracek, CMA (AAMA) Wolbach NE
 Patricia A Harvey, CMA (AAMA) Lincoln NE
 Patricia Ann Bond, CMA (AAMA) Plattsmouth NE
 Robin Marie Edwards, CMA (AAMA) Winside NE
 Rose A Briley, CMA (AAMA) Gretna NE
 Shandra Michelle Rathman-Stuhr, CMA (AAMA) Papillion NE
 Shirley A Lanning, CMA (AAMA) Gering NE
 Shirley Marie Cannon, CMA (AAMA) Papillion NE
 Staci Renee Stritt, CMA (AAMA) Hastings NE
 Susan Lynn Hoy, CMA (AAMA), CMA, LRT Bellevue NE
 Teresa L. Fielder, CMA (AAMA) Lincoln NE
 Teresa L. Lanz, CMA (AAMA) Lincoln NE
 Terrie B. Utterback, CMA (AAMA) Omaha NE
 Theresa L Berry, CMA (AAMA) La Vista NE
 Traci Leann Hohbein, CMA (AAMA) Lincoln NE
 Wendy J Judy, CMA (AAMA) Hastings NE
 Wendy Sue Zaloudek, CMA (AAMA) Omaha NE

We try to get the most accurate list of newly Certified Medical Assistants from the AAMA, but we may inadvertently miss someone. Do know that we are proud of each and every one of you and your accomplishments. Congratulations on a job well done.



CAAHEP & ABHES Accredited Colleges in Nebraska

CENTRAL COMMUNITY COLLEGE**Medical Assisting Program**

CAAHEP Accredited: Associate

Michel McKinney, CMA (AAMA)

Program Coordinator

PO Box 1024

Hastings, NE 68902-1024

402-461-2405

F) 402-460-2138

mmckinney@cccneb.edu

KAPLAN UNIVERSITY - LINCOLN**Medical Assisting Program**

CAAHEP Accredited

Ryan Villwok, D.C.

Program Coordinator

1821 'K' St

Lincoln, NE 68508

402-474-5315

F) 877-635-6084

rvillwok@kaplan.edu

KAPLAN UNIVERSITY - OMAHA**Medical Assisting Program**

CAAHEP Accredited

Ryan Villwok, D.C.

Department Chair

5425 N 103rd St

Omaha, NE 68134

402.431.6147

F) 877-635-6084

rvillwok@kaplan.edu

METHODIST COLLEGE**Medical Assisting Program**

CAAHEP Accredited

Marcia Franklin, RN, MSN

Program Coordinator

720 N 87th St

Omaha, NE 68114-2852

402-354-7076

F) 402-354-7250

marcia.franklin@methodistcollege.edu

METRO COMMUNITY COLLEGE**Medical Assisting Program**

CAAHEP Accredited

Dona Marotta, MHA, CMA (AAMA)

Program Director

P.O. Box 3777

Omaha, NE 68107

402-738-4713

F) 402-738-4554

dmmarotta@mccneb.edu

SOUTHEAST COMMUNITY COLLEGE**Medical Assisting Program**

CAAHEP Accredited: Diploma

Kathy Zabel, MA, BS, RRT, LRCP

Program Chair

8800 'O' St

Lincoln, NE 68520

402-437-2756

F) 402-437-2592

kzabel@southeast.edu

NSMA Conference Updates**2016 NSMA's 50th Annual Conference**, hosted by the Grand Island Chapter, April 15-16, 2016

The conference will be held in Kearney, Nebraska at the Holiday Inn on 2nd Ave.

2017 NSMA's 51th Annual Conference, hosted by the Omaha Chapter, April 21-22, 2017 at the Sheridan at 108th and Dodge, Omaha, Nebraska**2018 NSMA's 52th Annual Conference**, hosted by the Great Plains Chapter, April 20-21, 2018 at the Sandhills Convention Center, North Platte, Nebraska**Thank You:**

- To the 2015-2016 State Medical Advisory Board:
- To the 2015-2016 elected and appointed members of NSMA State Board and local chapters.
- To the 2015-2016 elected and appointed members of the AAMA.

Without the support from members like you, our organization would not continue to grow.

Informing You For a Better You

Diabetes



Type 2 diabetes is the most common kind, and it occurs when the body is unable to properly process insulin, a hormone that converts the glucose in food into needed energy. This results in elevated blood sugar levels, which can cause fatigue, blurred vision, and numbness or tingling in the hands and feet; long-term complications include the risk of heart disease, kidney failure, and amputation of limbs.

Type 2 diabetes, also known as adult onset diabetes, is typically associated with weight issues. Type 2 diabetes tends to result from excessive weight and a sedentary lifestyle; although aging and genetic factors can also play a part (insufficient sleep has also been associated with type 2 diagnoses).

The good news is that type 2 diabetes is generally quite manageable, and although insulin injections and medicines like metformin are common, drugs are not always necessary.

A diet low in sugar, saturated fats, and trans fatty acids is recommended, along with aerobic exercise. Even moderate exercise (walking 30 minutes a day, or taking short, 15-minute walks after meals) has been shown to be effective in controlling blood sugar levels and preventing complications.

Soft Skills . . . The Ability to Listen

Listening well is not just about hearing information. Listening well builds relationships. Remember this crucial role of communication and you may be motivated to do away with some of these common annoyances that sabotage relationships:

- Distracting yourself—texting, picking up, straightening things—when someone is speaking.
- Interrupting because you are suddenly reminded of something “more important” to say.
- Showing impatience by responding to the speaker before information has been completely conveyed.
- Listening only enough to grasp the nature of a problem and ignoring the speaker’s need to tell the story.
- Asking the speaker to hurry up and finish.
- Ceasing to listen when you hear something with which you disagree and instead starting to think of how to respond.



Do you have back issues?

Back pain can make work difficult no matter what job you do, as well as wreaking havoc on your health. Back pain is more common in people who are not physically fit. Too much weight can stress the back and pain. Heredity/genetics, your job-lifting, pushing, pulling, twisting the spine or working at a desk all day can cause you back pain.

Keep your spine safe and strong by following this advice for a healthy back:

- Practice good posture. Follow your mother’s advice and do not slouch. Stand and sit with your ears in line with your shoulders and your shoulder blades retracted.
- Check with your physician or chiropractor about a TENS device (transcutaneous electrical nerve stimulation). Some insurance plans will pay for the battery-operated unit with proper documentation. The device works by activating the same receptors in the brain and spinal cord that are targeted by pain-relieving drugs.
- Breathe through your belly. A few times a day, place your hands on your stomach and feel it move as you breathe in and out. Deep breathing helps the nerves to move comfortably within your spine.
- Limit the wearing of high heels. High heels (especially stilettos) can cause a significant impact on your back. When wearing high heels, your ankles, knees, hip, spine and head are all required to work together to regain the same 90-degree angle body angle that you naturally have if you were barefooted.
- Stretching is important. Some simple neck rolls and shoulder stretches can keep your back flexible. Just do not overdo it.
- Eat right. A healthy diet of vegetables, fruit, and lean protein will keep your weight down, easing the stress on your spine.

Always check with your physician or chiropractor before starting any new regimen when it comes to back pain so as not to further injure the area.

Is your work place a biohazard area?

- Telephones—people breathe on them all day.
- Computer keyboards—food, hair, and fibers can get trapped between and underneath the keys.
- Computer mice—again, you and your co-workers handle these all the time.
- Elevator buttons—everyone, sick or well, has to press a button to get where he or she is going.
- Conference rooms—meetings are great places for people to shake hands, eat, use the phone, and spread germs.
- Break rooms—germs and bacteria can grow wherever people eat.
- Indoor air – employees in building over parking garages and loading docks may be breathing carbon monoxide that comes through the fresh-air-intake vents. Cleaning products other organic chemicals used in the office may create fumes that linger. Most office ventilating systems are to circulate 20 cubic feet of air per minute however; most only do 5 cubic feet, the same as a long distance plane ride.
- Do not block air vents or grills.
- Take care of office plants—dusty dying plants do not do anything for the air quality and overwatered plants can develop mold.
- Store food properly—keep perishable food in the refrigerator. Make sure to clean the fridge out regularly to prevent mold and odors.
- Keep eating areas clean—to avoid attracting pests. Cockroaches have been linked to respiratory problems. And the droppings and saliva can cause allergic reactions or trigger asthma symptoms.
- Wash your hands regularly, and avoid putting your hands near your mouth or eyes.

Know the “ABCDEs” of Skin Cancer

Did you know that the cure rate for skin cancers could be nearly 100% if they were all brought to a doctor’s attention before they had a chance to spread? There are three different types of skin cancer—melanoma, basal cell carcinoma and squamous cell carcinoma. It is particularly important to diagnose and treat melanoma early. Melanoma is the deadliest form of skin cancer.

Melanoma usually begins as a mole. Twenty years ago, dermatologists noted that the typical warning signs of early melanoma follow an easy-to-remember formula:

- Asymmetry—the mole is not a circle, but lopsided
- Borders—the mole has uneven or ragged edges
- Color—the mole is not a uniform brown, but a mix of brown, black, red, blue, and white
- Diameter—the mole is wider than a pencil eraser



The dermatologists who devised that list now suggest adding “E,” for “Evolving.” An evolving lesion is one that changes size, shape or symptoms, such as itching or tenderness.

It is wise to have your doctor do a skin check during your annual physical. Get checked right away by a dermatologist if you see a suspicious mole or other spot on your skin.

Limit Tub Time in the Winter

While we think of soaking in a tub as calming and relaxing, there are other possible risks associated with a long soak. When your skin gets dry in the winter, it seems logical that a good long soak would restore its moisture, but that is not so. You lose protective oils from your skin the more time you soak, which actually dehydrates your skin.

Bath or shower for no more than 15 minutes. Use lukewarm water instead of hot and bath oil instead of suds, although emollient body washes are just as good at cleaning and moisturizing. Since soaps are designed to remove oils from the skin, which also dries you out, it is suggested to clean only the hypothetically smelly areas—armpits, groin area and feet. Make sure to moisturize as soon as you get out with a good hydrating oil or moisturizer. It does not have to be expensive; just do some research to find what works best for your body type.

Avoiding Heartburn

Mom was right again; if you want to avoid indigestion, do not eat so fast. Eating too fast stretches the stomach too quickly and leads to heartburn. Research found that people were more likely to suffer from acid reflux, (heartburn) more if they ate their meal in five minutes, compared to less indigestion if they ate for 30 minutes.

SEEKING ACTIVE MEMBERS

The Mentor Committee Chair of the Nebraska Society of Medical Assistants (NSMA) invites you to join us as an ACTIVE member of our Society. In the tradition of our distinguished Society, we want to continue to support the values and principles that have been established by our professional organization.

We are currently in full force of pursuing a larger ACTIVE membership base. We are widening our scope of efforts to seek new ideas and innovative approaches. With your interest and support, we hope to enhance opportunities for the membership and broaden our appeal to all Certified Medical Assistants (American Association of Medical Assistants).

No one is asking you to jump into a position that you are not comfortable with. There are many different levels of participation and many seasoned members willing to help walk you through the steps until you feel confident enough to chair a committee and get more involved.

To get you started, take a few minutes to read the NSMA Bylaws and Standing Rules that are printed in the Med-A-Gram. Next, talk to a member who has or is currently serving as an officer or committee chair from your Chapter or is a member on the NSMA Board of Directors. Ask to see one of the NSMA Policy Manuals. Review the NSMA Fact Sheets to see where your talents will fit in.

At this time, we have chosen the following positions to inform you about the details of that position –

DOCUMENT COMMITTEE

TERM: One year.

Appointed by the Vice President with NSMA BOD approval

QUALIFICATIONS: Active member of NSMA in good standing

- Familiar with NSMA Bylaws and Standing Rules
- Understand basic parliamentary procedures
- Strong organizational skills
- Ability to focus on details
- Quality written communication skills
- Orderly, structured, thorough
- Recommended that Chair have at least two years NSMA BOD experience

RESPONSIBILITIES: Attend all NSMA BOD meetings and the annual NSMA HOD

- Ensure uniformity of NSMA forms and documents
- Monitor use of the NSMA logo
- Monitor and update all copies of the NSMA Policy Manual
- Meet annually with the annual conference chair to review Policy Manual conference section

- Responsible for signing out copies of the Policy Manual to BOD members
- Prepare yearend report

PROCEDURE NOTEBOOK CONTENTS:

- Current NSMA operating budget
- Retain yearend report for 5 years
- Retain Policy Manual distribution list for two years
- File NSMA BOD meeting minutes for 1 year
- Current NSMA Bylaws and Standing Rules
- Replace NSMA BOD roster yearly
- Update list of forms/samples as needed
- Destroy outdated copies of forms, samples, etc as they are replaced
- Update NSMA Planning Calendar
- Update the Document Committee calendar as needed
- Revise & replace forms and samples as needed

DOCUMENT COMMITTEE

The purpose of the Document Committee is to ensure uniformity and a professional appearance of all NSMA forms, documents, certificates, awards and pins and to manage and maintain the NSMA Policy Manual, which must be thoroughly reviewed annually.

Chair should monitor that NSMA stationery is used solely for official NSMA business by BOD members only and monitor NSMA logo products for compliance with AAMA standards.

The Document Committee Procedure Notebook should include a copy of all NSMA documents, forms and sample letters used by BOD members. Once any NSMA document has been updated, a copy should be given to the Documents Chair and outdated copies will be destroyed. Copies of NSMA forms and samples should also be included in the individual Procedure Notebook of each BOD member.

Rather than file copies of all AAMA forms in the Document Committee Procedure Notebook, it is preferable to simply print a list of titles available from the AAMA website to be used for reference. Chair should occasionally remind BOD members to use the AAMA website to look for new ideas and updated samples.

Some documents filed in the Procedure Notebook are from other outside sources. A date should be recorded on the page indicating when the material was entered into the notebook.

Whenever possible, samples, documents and forms will be stored on computer media for ease of editing. This storage media can be passed on from Chair to Chair.

All NSMA documents should follow the same format.

The NSMA logo, the title of each document and an indication of the last date the form was updated should be on the document. If the NSMA BOD approved the document by motion, this should be noted with the date. Chair should assist other NSMA BOD members in standardizing, developing and updating forms as well as general use documents (i.e. fax cover sheet, BOD contact form).

Filed in the Document Committee Procedure Manual is an index of all forms, samples, and documents. Periodically circulate this list to the NSMA BOD members to make sure list is complete and current.

NSMA POLICY MANUAL GUIDELINES

The purpose of the Policy Manual is to improve the efficiency of NSMA BOD operations. The Policy Manual is never “finished” as it never stops evolving in order to keep pace with the needs and advances of NSMA. To remain an effective learning tool for the BOD, the entire manual must be kept up-to-date reflecting the most current practices.

The NSMA Policy Manual is an outline of the general responsibilities and duties for NSMA BOD members. It includes customary financial policies, directions for management of files and correspondence, banquet and meeting protocols, leadership tips, parliamentary review, etc. The Document Chair shall manage the NSMA Policy Manual keeping it current and available to all NSMA BOD members following these guidelines:

1. When reviewing, editing and compiling information to add or subtract from the Policy Manual, chair should consult with members who have the most knowledge and BOD experience. This may prevent a later conflict.
2. Chair shall maintain an accurate table of contents to allow members to quickly find their area of interest. This also serves to outline the general organization of the manual.
3. A simple format allows for the most effective maintenance of the Policy Manual. Avoid two sided copies and restrictive binding. A three-ring binder provides the easiest system for updating. All pages should be numbered or lettered. Black binders are used to provide a consistent look and easy identification of the manuals.
4. Any information that is likely to change often, i.e. exact dates, phone numbers, fees, etc., should not go into the Policy Manual to reduce the number of edits. This kind of information is best recorded in the Procedure Notebooks.
5. AAMA and NSMA BOD approved documents included for reference should be labeled with letters to allow for easy insertion of updated copies.
6. Chair should keep track of the number of Policy Manuals issued to help monitor that all manuals are kept updated with addendums. The Policy Manual should be kept intact and not be broken down into smaller manuals.
7. Every BOD member should have a current copy of the Policy Manual. The Document Chair will maintain a checkout log to ensure manuals are returned and passed on at end of term.
8. The Document Chair needs to monitor the annual NSMA HOD minutes and all NSMA BOD minutes for any procedural/policy changes to include in Policy Manual revisions.
9. All BOD members should be encouraged to initiate new policies or revise existing statements in the Policy Manual and submit proposed edits to the Document Chair. Once a draft copy of a proposed change or addition is received, it will be reviewed by this Chair and edited if necessary before being brought to the NSMA BOD. The Document Chair will review for consistency, accuracy, conflict with other processes and general readability. All revisions and additions to this manual must initially come through the Document Committee Chair.
10. When recommendations for amendments have been received and a final version is developed, the revision is brought before the NSMA BOD. The revised statement or addition will be dated, duplicated, added to all manuals and incorporated as they occur. Superseded statements will be purged from the manual and discarded. To save on costs, a temporary addendum may be issued to all Policy Manual holders until the number of edits justifies complete reprinting. Chair must pay close attention to the page numbers and any changes that may occur in the table of contents when edits are made.
11. The NSMA Annual Conference Committee is a specifically detailed section of the Policy Manual and is located at the end of the manual for easier reference. The Conference Chair should meet with the Document Chair yearly to advise regarding revisions, suggestions, etc.
12. In addition to an on-going review process by the Policy Manual users, the Document Chair must complete a full audit at least once every term checking for accuracy. Updates must be incorporated per protocol as soon as they occur.
13. The Policy Manual is stored on electronic media with a current permanent copy kept by the Document Chair and the NSMA President.

MARKETING COMMITTEE

TERM: One year.

Appointed by the Vice President with NSMA BOD approval

QUALIFICATIONS: Active member of NSMA in good standing

- Familiar with NSMA Bylaws and Standing Rules
- Understand basic parliamentary procedures
- Strong communication and networking skills
- Thorough understanding of the NSMA/AAMA philosophies
- Inventive, pioneering, innovative

RESPONSIBILITIES: Attend all NSMA BOD meetings and the annual NSMA HOD

- Communicate to the professional community and the general public NSMA/AAMA goals and policies
- Organize promotional events for Medical Assistant Recognition Week
- Promote the proper use of the CMA (AAMA) title
- Devise ways of increasing recognition of the CMA (AAMA)
- Send congratulatory notices to employers and/or schools of new CMAs (AAMA)
- Promote access to the AAMA website www.aama-ntl.org and the NSMA website www.nsmaonline.com
- Prepare yearend report

COMMITTEE MEMBERS: Chair selects one member from each component Chapter

PROCEDURE NOTEBOOK CONTENTS:

- Current NSMA operating budget
- Retain yearend report for 5 years
- Roster of all Nebraska county medical societies
- Roster of Nebraska community newspapers and professional medical publications
- Roster of mass media sources
- Current NSMA Bylaws and Standing Rules
- Replace NSMA BOD roster yearly
- Update NSMA Planning Calendar
- Update Marketing Committee calendar as needed
- Revise/replace forms and samples as needed

MARKETING COMMITTEE

The purpose of the Marketing Committee is to communicate to the professional community and the general public a strong positive image of medical assisting that includes an awareness of the policies and goals of NSMA and AAMA. Chair should foster a cooperative interaction with other allied health organizations and encourage working together to form a cohesive partnership. Chair should strive for recognition of the CMA (AAMA) and NSMA through education of the public that includes promotion of AAMA membership.

The AAMA Communications Department has a variety of resources available to assist this committee in promoting the profession of medical assisting. A wide range of activities can be utilized to inform the public and raise awareness including holding a special meeting, utilizing internet connections, and traditional media notices through newspapers, radio, television and even bumper stickers.

Chair is responsible for contributing ideas and suggesting procedures that will help increase recognition of AAMA as the premiere spokesperson for the field of medical assisting. With limited resources and time, making your message travel requires a lot of creativity. Promotional materials are available from the NSMA Membership Chair and the AAMA Marketing Strategy Team.

The Marketing Chair is responsible for submitting timely news releases and pertinent articles regarding NSMA and the medical assisting profession. Remember that NSMA news will reach the radio, TV and newspaper only through the efforts of this committee. Press releases for current activities or accomplishments of NSMA may also be sent to editors of the Nebraska Medical Society journal. Sample press releases are available through the AAMA Communication Department. All news releases/articles should be reviewed and approved by the NSMA BOD prior to submission. Release should be factual, typed, double-spaced and sent in duplicate. It is a good public relations gesture to send a thank you note after a submitted release is published.

NSMA promotional materials will be designed and updated by this Chair. NSMA currently produces a brochure about NSMA emphasizing membership benefits for both the employer and the member (red pamphlet) and "About Our Society" a fact sheet that is used by the Membership and Marketing Committees. There is an information sheet titled "NSMA Fact Sheet" that is also a useful membership recruiting tool that should be kept current.

There is a difference between promotion, advertising and publicizing. Publicity is using the options at your disposal to advertise that require no monetary outlay. Examples include word-of-mouth and public service announcements. Advertising consists of methods that require spending money. Promotion is all of the above and more. NSMA should spend as much time promoting an event as it spends on planning it. Programs that are not promoted are generally not good financial or membership investments.

Chair should never be discouraged if event participation produces low numbers. There is still a lot of good will and information shared from publicizing an event. Initial contacts open the door for interaction, even if at a later date.

The AAMA is committed to the increased recognition and advancement of the medical assisting profession and ensures continued growth and success through the publication of the Occupational Analysis of the CMA (AAMA). This study serves as a description of the field of medical assisting for other health care professionals and should be referenced when marketing the CMA (AAMA).

Past AAMA President, Linda Brown, CMA (AAMA), developed an excellent marketing program that any society or component chapter can implement. This project is a simple public relations opportunity that markets the organization, recruits new members and expands the medical communities understanding about the CMA (AAMA). Her idea is detailed below:

- Review the classified section of newspapers in Nebraska to see what positions a CMA (AAMA) could apply for.
- Recruit members from the component chapter areas to write letters in response to the want ads.
- Inform the employers about the CMA (AAMA) and the benefits of having credentialed members on their health care team.
- Include information about the chapters, NSMA and AAMA. Provide direct contact information, the Occupational Analysis of the CMA (AAMA) that defines the multitude of skills the CMA (AAMA) possesses.

Linda further advised that Sunday and Wednesday newspapers list the most ads. Do not limit responses to ads specifically for a CMA (AAMA) but search for other possible titles a CMA (AAMA) could fill. Keep accurate records of the ads responded to and include them in future mailings for promotion of educational sessions.

The Marketing Chair may choose to organize and encourage membership participation in civic health projects, high school career days, health fairs, community flu immunization clinics, cholesterol and diabetic screening programs or public blood pressure testing. **NOTE:** Please check with the AAMA legal counsel before making final preparations as in some cases it may be necessary to obtain a disclaimer to distribute to participants.

The Marketing Chair should maintain a current list of Nebraska community newspapers and professional medical publications including their address and contacts where NSMA and local chapter news releases can be mailed. Maintain a roster of other mass media options (i.e. radio, public broadcasting). Listing should include media source, address, phone, fax, email, name of contact person.

Chair should remind component chapters of the availability of the AAMA Marketing Video for use at local Medical Society meetings, community groups and high school career days. The Chair should be a resource available to instruct how Chapters can market themselves locally.

Chair should promote State sponsored workshops, meetings and conferences through free public service announcements and other available media

At regular intervals, AAMA will mail the names of newly certified medical assistants from Nebraska to the State President and the Membership Chair. The Membership

Chair will follow-up on the nonmembers by sending them congratulations and information regarding joining AAMA. The Membership Chair will then forward a copy of the list to each Chapter and suggest that the local Chapters contact nonmembers in their region and offer an invitation to the next local meeting. The Certification Chair will be given a copy of the list and will mail a letter of congratulations from NSMA to each AAMA member on the list. Copies of the list will also be sent to the NSMA Marketing Chair who will send congratulatory notices to employers and/or the schools the new CMAs have graduated from.

The Marketing Chair should encourage members to visit the AAMA website, www.aama-ntl.org, on a regular basis, which will promote awareness of the latest information available. The website offers a link to CAAHEP and ABHES accredited medical assisting programs, information on how to earn the CMA (AAMA) credential, information on how to keep the CMA (AAMA) credential current, access to member CEU transcripts and resources for continuing education. The Marketing Chair should work with the NSMA Editorial Chair to devise ways to utilize the NSMA website, www.nsmaonline.org, for marketing.

Chair should send extra copies of all note-worthy news articles, appropriately labeled, to the NSMA Archive Chair for permanent recording in the NSMA history books.

All public (non-society) requests for the NSMA membership mailing list should be reported to the BOD for review and approval prior to release.

MEDICAL ASSISTANTS RECOGNITION WEEK

Annually, the Marketing Chair is responsible for advertising and promoting Medical Assistants Recognition Week, which is the third full week of October. Develop creative ways to publicize the event and share with local Chapters.

When possible a representative from NSMA should make personal visits to the medical assisting classrooms; bring treats and membership literature for students and instructors. Chair may wish to recruit local members to help in this statewide effort.

Other ideas for promoting Medical Assistant Week include arranging for spot announcements on local radio stations or the use of message reader boards. Submit an article to the county medical society for publication in its newsletter or a press release in newspapers throughout Nebraska.

Chair may elect to sponsor a fun night open house for nonmembers in conjunction with the Membership Chair.

Delegates Reports

Summary of the Delegates and Alternates reports from the 59th Annual AAMA Conference in Portland, Oregon, September 18-21, 2015

The theme of the conference was “Building Bridges” and held at the Doubletree Hilton by Portland with a total of 716 registrants.

Board of Trustees Meeting Highlights

The room was full of many delegates from across the states. Board of Trustees (BOT) did a much better job this year of informing the audience of what they were talking about and invited us into their discussions than in years past.

- Monitored the process of AAMA's participation in the pilot study of the Institution for Credentialing Excellence (ICE), in which the AAMA is seeking accreditation under International Organization for Standardization (ISO) 17024. This International Standard establishes criteria for certification programs. ISO 17024 is a higher level of accreditation for certifying bodies.
- The committee conducted an e-mail ballot to elect Lisa Lee, CMA (AAMA), to serve on the steering committee of the Center for the Application of Substance Abuse Technologies (CASAT) to replace Loxie Kisler who resigned as Trustee due to personal reasons.
- A press release was issued to announce that the AAMA has entered into an alliance with CASAT to bring awareness on Fetal Alcohol Spectrum Disorders (FASD). A grant was issued by the Department of Health and Human Services and the Center for Disease Control (CDC). AAMA is partnering with CASAT on this initiative because both organizations agree that medical assistants are key links between patients and providers to reduce alcohol-exposed pregnancies and intervene with patients who engage in risky or hazardous alcohol use.
- They also discussed potentially partnering with the Smiles for Life and Oral Health Initiative.
- The committee discussed federal apprenticeship grants from the United States Department of Labor (USDOL) that reference medical assisting as part of their apprenticeship efforts. The AAMA has gone on record with USDOL that AAMA is of the opinion that medical assisting is not an apprentice profession. The BOT will continue to monitor this area.
- Approved appointments to the Continuing Education Board and task forces
- The committee discussed the determining factor why AAMA removed the 60-month time limit for taking the AAMA exam. The main reason was due to the CMS ruling. AAMA wanted to get those non-credentialed medical assistants who graduated from an ABHES or CAAHEP accredited school, to sit for the AAMA exam instead of taking the RMA exam. Therefore, by removing the 60-month limit they have three attempts to pass the AAMA exam.
- Boni Bruntz, CMA (AAMA), spoke on the ABORE credential. It was stated that this was extended to 2020, as most in this category would have to either make up their minds that they would have to enter a credential medical assisting program or be eligible to retire
- Executive Director Don Balasa, JD, MBA, wrote an article for the Journal of Medical Practice Management entitled “Who Can Enter Orders for Meaningful Use?” This article incorporates the proposed changes to the Incentive Programs reflected

in the March 20, 2015, CMA NPRM
www.greenbranch.com.

- Mr. Balasa discussed legislature pending in Washington State regarding levels of medical assistants; MA-C (medical assistant clinical), MA-R (medical assistant registered), and MA-P (medical assistant phlebotomy). It is unknown whether the MA-R meets the CMR or Meaning use criteria. The MA-C can administer medication; the MA-R can administer vaccine. Either of these levels can be a CMA (AAMA) or RMA (AMT) but no continuing education or recertification is required.
- It was mentioned that the AMT (RMA credential) will allow a CMA (AAMA) that has lapsed and you can show proof were a CMA (AAMA), they will send you a RMA credential. You do not have to be a "current" CMA (AAMA) to get it either.
- AAMA has retained services of State Net, a leading legislative tracking service. This service will help find and identify key legislation in the 50 states, District of Columbia and Federal Government. State Net has helped AAMA find newly introduced legislation that impacts the medical assisting profession; inform the state societies and the BOT of favorable and unfavorable bills; and develop strategy about how to respond

to each pertinent piece of legislation.

Welcome and Awards Celebration

Keynote speaker Erin Fraher, PhD spoke on how we can transform the workforce to meet the needs of a transformed health system. She addressed delegation of traditional health care functions to other types of workers, or "task shifting", emergence of new staff roles to provide enhanced care services, and challenges facing employers as they integrate new roles into the existing human resources infrastructure. Dr. Fraher spoke very passionately about this topic. Instead of desserts only, a salad, finger food and a variety of small bites of cake were served.

Distinction Awards

Golden Apple – Virginia Chambers, CMA (AAMA) MHA, BS
Leadership & Mentoring – Joyce Garibay, CMA (AAMA)
Medical Assistant of the Year – Betty Jones

Excel Awards are categorized by the following divisions-

Section A = 200 members or fewer; Section B = 201-500; Section C = 501-800; and Section D = 801 members or more.

Publishing

Section C – NEBRASKA - MED-A-GRAM.

Section D – Michigan - The Michigan Medical Assistant Journal

Website Development Note: Nebraska did not enter this year.

Section A – South Dakota
Section C – Massachusetts
Section D – North Carolina

Marketing, Promotion and Recruitment

Section A – South Dakota
Section C – Connecticut
Section D – North Carolina

Community Service

Section C - Connecticut
Section D – Michigan
Membership Retention
Section A – North Dakota
Section B – Maine
Section C – Wisconsin

Membership Recruitment

Section A – Montana
Section B – Maine
Section C – Texas
Section D - Michigan

Student Membership Recruitment

Section A – Montana
Section B – Virginia
Section C – California
Section D – North Carolina

CMA (AAMA) Certification – Greatest percentage increase of member CMAs (AAMA)

Section A – North Dakota
Section B – Arizona
Section C – New Hampshire
Section D – Washington

Student Award F.A. Davis presented the Student Award to

Brittany Gumbert from Ivy Tech Community College in Fort Wayne, Indiana.

State Leaders meeting

Director of Membership David Knight was not in attendance this year due to an extended illness. The AAMA table had a card box for David and get well cards from the Nebraska Society.

A four member panel took turns answering questions on how they keep their chapters active, how to meet the member's needs (young and old), fundraising ideas, general assembly verses house of delegates, how to be a leader and mentor members into roles, technology, and best practices for local chapter and state societies. During this session, it was brought up that members are falsifying CEU information and submitting to AAMA for credit as attending sessions.

House of Delegates

Delegate/Alternate Orientation

Vice Speaker of the House Debby Houston, CMA (AAMA), CPC distributed The a-b-c's of Parliamentary Procedure booklet and distributed a paper on Potential Election Matters. The electronic voting process was explained and all Delegates/Alternates had a practice chance using the electronic voting device.

House of Delegates

Six states (New York, Oklahoma, New Hampshire,

Nevada, South Carolina, and Hawaii) needed voting approval from the seated HOD to be allowed to participate in the 2015 HOD. The Speaker of the House, Lisa Lee, CMA (AAMA) did not give a specific reason(s) as to why these six states did not meet the required approval of being allowed to be seated with the rest of the states.

Don Balasa, JD, MBA gave a presentation on "Combatting FASDS: A New Challenge for the AAMA," as part of a coordinated national effort to prevent fetal alcohol spectrum disorders (FASDs). The AAMA and the Center for Application of Substance Abuse Technologies (CASAT) of the University of Nevada, Reno-based Mountain Plains FASD Practice and Implementation Center will work collaboratively to prepare medical assistants to reduce alcohol-exposed pregnancies and intervene with patients who engage in risky or hazardous alcohol use. The AAMA/Mountain Plains PIC partnership is supported by grant funding from the CDC.

Don went on to say that we are honor by these eminent organizations that recognize the AAMA as the leading organization for the medical assistant profession and asking us to work with them on this important effort.

Catherine Flores, CMA (AAMA), BHS, MLT (ASCP) also spoke on what it is like to have a

family member with FASD, which was highly informative.

This presentation was recorded and will be on the AAMA website for later viewing by all.

Bylaws and Resolutions-

There was only one Bylaws amendment proposal presented this year for voting from the AAMA Bylaws and Resolution's Committee.

A. Officers and Trustee shall be elected by ballot and a majority vote of the total voting power of the House of Delegates shall immediately elect...

D. If a position is not filled after two ballots, the candidate receiving the lowest number of votes on the second ballot will not be included on the third and any sequent ballots. For all subsequent ballots, the candidate receiving the lowest number of votes on the previous ballot will not be included on the next ballot and any subsequent ballots.

After much discussion on the way it was presented to the HOD during the afternoon Reference Committee, it was suggested by that committee that the Bylaw proposal be referred back to the Bylaws and Resolutions Committee for clarification and the HOD voted to send it back.

Nebraska's position on this amendment was why after two ballots is the lowest candidate then removed. The lowest

number should be removed after the first ballot. In addition, this alternate wonders why each individual trustee running cannot be allowed the full voting power of the HOD, instead being all grouped together and then ranked from highest to lowest votes received. This person running for trustee is representing how we think a trustee should represent the AAMA and Nebraska and just as important as any "elected officer position".

There was one Resolution presented from the New York Society of Medical Assistants on reducing youth exposure to tobacco marketing in stores. After much discussion on the way it was presented to the HOD during the afternoon Reference Committee, it was suggested by the committee that the Resolution be referred back to New York Society for clarification and the HOD voted to send it back.

Since moving to electronic voting, it has made a vast improvement in time management since we no longer have the long election lines from 5-7 pm due to ballots being hand cast and counted, we are now able to start the HOD at 6:30 pm and we were done by 7:30 pm!! This alternate rejoices in this improvement as being one that has sat through some long nights in a re-voting process to select a winner.

Election results:

President – Paula Purdy, CMA (AAMA) Oregon

Vice President - Julie Flatten, CMA (AAMA), RN, EMT Wisconsin
Secretary-Treasurer- Freda Miller, CMA (AAMA) Michigan
Speaker of the House – Lisa Lee, CMA (AAMA) Utah
Vice Speaker of the House – Debby Houston, CMA (AAMA) Virginia

Trustees:

2-year terms-

Mary Gambrell, CMA (AAMA), South Carolina
Patricia Licurs, CMA (AAMA), South Carolina
Virginia Thomas CMA (AAMA), Virginia

1-year term-

K.M., CMA (AAMA), PhD

Nominating Committee-

Sherry Bogar, CMA (AAMA), Texas
Betty Jones, CMA (AAMA), North Carolina
Karen Nichols CMA (AAMA), Virginia
Twana Triplett, CMA (AAMA), South Carolina

The Publisher Showcase

was presented on Sunday from 11-5pm. This is more for the educators that attend conference to see the latest textbook or classroom technology available. However, all conference attendees can stop by for a free dessert and beverage.

Delegates and alternates were able to attend CEU sessions and network with other states during the course of the conference.

President's Luncheon was held on Monday. Paula Purdy, CMA (AAMA) was installed as the 2015-2016 AAMA President. All of the Delegates and alternate delegates attended it from Nebraska.

It was announced by the Past President's Society that the Maxine Williams fund raised \$2,370.00 and the Ivy Reade Relkin Surveyor Training fund raised \$2,675.00.

The 2016 AAMA Annual Conference will be in Reston, Virginia and the 2017 will be in Cincinnati Ohio.

Submitted by Nicole Dvorak
CMA (AAMA) Nebraska
President

Nebraska Society of Medical Assistants Delegates and Alternate Delegates
Nicole Dvorak, CMA (AAMA)
Debra Potratz, CMA (AAMA)
Jennifer Svegara, CMA (AAMA)
NCPT (NCCT), FCP, BSHCA
Terrie King CMA (AAMA)
Andrea Stewart CMA (AAMA)
Carol Hipke-Muske, CMA (AAMA)
Janet Ueding, CMA (AAMA)
LRT
Lori Weskamp, CMA (AAMA)

The 60th AAMA Conference

will be held in Reston, Virginia September 16-19, 2016 at the Hyatt Regency Reston www.reston.hyatt.com/en/hotel/our-hotel.html.

2015 National AAMA Convention



2015-2016 AAMA President Paula Purdy with the Nebraska Delegation



Carol Muske accepts the Excel Award for Award in publishing for the Med-A-Gram from the AAMA President Charlene Couch



Nebraska Delegates Nicole Dvorak, CMA (AAMA) Terri King, CMA (AAMA) and Debra Potratz, CMA (AAMA)



Excel Awards event – (front) Janet Ueding, Jan Frederick, Lori Weskamp, Jennifer Svagera, Andrea Stewart (back) Carol Muske, Deb Potratz, Linda Allensworth, Nicole Dvorak, and Terri King



President's Banquet



Voodoo Donut shop

NSMA Conference Grant Application

In an effort to reward active membership in the Nebraska Society of Medical Assistants, the Board of Directors has established the NSMA Conference Grant Program. One Grant will be offered annually, paying the full registration fee (non-transferable) to the next NSMA Annual Conference for the lucky winner.

One Grant will be offered annually and will pay the full registration fee to the Annual NSMA Conference.

APPLICANT CRITERIA

Requirements:

1. The current year's CMA (AAMA) dues paid and a member of the NSMA in good standing for a minimum of two consecutive years.
2. Must presently or in the past, held an active - officer position or committee chair at the Chapter level and served as an active - officer position or committee chair at the State level to be eligible.
3. Applicant must submit the completed the grant application form. A copy of their professional curriculum vitae, listing offices and committee positions held on both the local and state levels, and any other optional documents, i.e. letters of recommendation from peers, details of special projects, and specific contributions to the organizations that may assist the judges in evaluating the application by the established deadline. Only qualified candidates will be considered.

Winner will be notified as soon as possible after the announcement at the Spring BOD meeting.

Eligibility is limited to one grant award every five years for any one member.

An appointed panel of judges will select the winner, from the information provided in your application. Judges are the President, Vice President, Immediate Past President and the Awards chair.

Contact the current Awards Committee Chair with any questions or for more information.

Name: _____

Address: _____

AAMA Membership Number: _____ AAMA Member Since: _____

Phone: H) _____ W) _____

Membership Status: _____ Chapter Affiliation: _____

Application must be received by December 31, of each year. Send completed applications and supporting documentation to the NSMA Awards Chair. Please go to www.nsmaonline.org or check your current Spring Med-A-Gram for the current Awards Chair address.

Member-at-Large Contest

To all Nebraska Society Members-at-Large

In an effort to ensure that the Nebraska Society of Medical Assistants Member-at-Large are represented at the annual state House of Delegates, the State Society has developed a pilot incentive program. Complete the entry form below and return to the current NSMA Membership Chair by March 1, of each year. Upon receipt of your completed entry form, your name will be entered into a drawing for a free NSMA annual conference registration for that year. To qualify, you must be a member in good standing, meaning your AAMA dues have to have been received at the AAMA office by December 31st, of the previous year.

You must meet the guide-

lines for the member-at-large membership category:

- Live or work 60 (sixty) miles outside the nearest functioning Chapter.
- Must be available to attend the next NSMA Annual Conference in its entirety.

The duties of the winner of the free conference registration will include:

- Serve as a member-at-large Delegate at the Nebraska Society of Medical Assistants' House of Delegates (See the NSMA Bylaws section regarding Delegates to the House.)
- Serve as an active committee chair or member on the Board of Directors the following year.

- Maintain communication with the other members-at-large and see that they are kept informed of meeting highlights and other pertinent information throughout the year.

The NSMA is hopeful that this offering will inspire all members-at-large to be involved. Just complete the bottom portion of this announcement and see if you are the lucky winner. The drawing will be at the spring NSMA BOD meeting and the winner will be notified immediately. This award is non-transferable and only good for the year awarded.

To all Nebraska Society Members-at-Large: Member-At-Large Conference Delegate Entry Form

Name/Credentials _____

Address _____ City _____

Home Phone _____ Work Phone _____ Alternate Phone _____

Employer _____

E-mail Address: _____

AAMA Member ID #: _____

Applications are also available on-line.

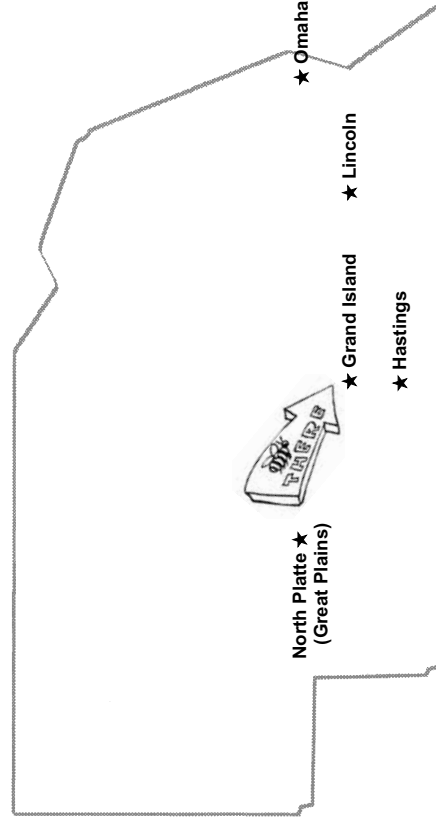
Check you Spring Med-A-Gram or go online to www.nsmaonline.org
for the mailing address of the current Membership chair.

Return Completed Form (by March 1st of each year) to the NSMA Membership Chair.

Nebraska Society of Medical Assistants
Carol Hipke-Muske, CMA (AAMA)
2015-16 Publication Editor
1414 N. Kansas Ave.
Hastings, NE 68901-3125
b_a_cma@hotmail.com
www.nsamonline.org

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