FLORIDA SOCIETY OF MEDICAL ASSISTANTS, INC
AN AFFILIATE OF THE AMERICAN ASSOCIATION OF MEDICAL ASSISTANTS

To: Executive Council Members
Committee Chairs
Chapter Presidents/Representatives
Physician Liaison

From: Theresa Errante-Parrino, CMA (AAMA)
Educator's Forum Chairperson

DATE: October 7, 2010

RE: Educator's Forum Report

This year Educator's Forum did send out a letter to all Program Directors of the CAAHEP and ABHES accredited schools on September 2, 2010 informing them of the Florida Society of Medical Assistants Fall Seminar on Saturday, October 16, 2010. The approaches that were taken focused on how the related topics of the seminar are in line with program curriculum follow the CMA Exam outline, lead to networking opportunities, and additional resume information.

This letter was approved by the FSMA President prior to sending out.

A copy of the letter has been posted here as a work product of what was sent.

Educators will meet shortly at this seminar to network and share ideas.

September 2, 2010

Dear Program Director,

I am writing you on behalf of the Florida Society of Medical Assistants (FSMA). Our Fall Seminar is fast approaching and I want to take a moment to invite all program directors and most importantly the future of FSMA – your students to attend!

The FSMA Fall Seminar will be Saturday, October 16, 2010 at the Holiday Inn, 5750 TG Lee Blvd, Orlando, FL 32822. The agenda and registration form is available for download from www.fsmaonline.org.

This Seminar will cover essential materials that are covered in the CAAHEP and ABHES curriculum as well as material from the Examination Content Outline. This one day seminar has been approved for 7 hours of Continued Educational Units by the American Association of Medical Assistants. What better way to introduce your students to professionalism, continued education, and meetings that follow Robert's Rules of Order.

This program will be covering Nutrition ("Z"- Nutrition on Exam Outline) –basic principles and special needs, Ethical Dilemmas- ("F.2" –Medicolegal guidelines and requirements, and "F.7"-performing within

ethical boundaries on Exam Outline and Medical Law and Ethic from the Standards), Customer Care and Service – ("E.2.-verbal and nonverbal communication, and Applied Communication from the Standards) and Risk Management for the Office ("O.3-maintaining liability coverage, "P" Office Policies and Procedures, and "Q"-Practice Finances- all from Exam Outline, and Medical Business Practice from the Standards). In

You may also give your students assignments which correspond to the presentations as well to meet the psychomotor and affective objectives as well. Assignment examples include: demonstrate knowledge of medical terminology heard throughout the presentations, analyze communication in providing appropriate responses but having the students ask questions of the speaker, demonstrate interviewing skills through networking opportunities, and participate in professional organization.

Additional benefits for being an active part of the Society includes: Networking opportunities by establishing mentor/mentee relationships, developing leadership skills, and gathering new resources. If you are not able to make this conference others will be offered in various locations throughout the year. We can also come to visit your school.

Once again, registration can be found online at www.fsmaonline.org click on events. Student Registration is $35.00 and includes lunch. Attending Seminars and being part of the Professional Organization is also a resume plus!

I hope that you will post this letter in your school and encourage your students to participate.

If you or your students have any questions or concerns regarding the seminar or visits to your school, please email me at Tmail23@aol.com or by phone at 772-521-0795.

Sincerely,

Theresa Errante-Parrino, CMA (AAMA)

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FSMA Educator Chairperson