RIDA SOCIETY OF MEDICAL ASSISTANTS

American Association of Medical Assistants

To: Marsha Benedict, MSA CMA-A (AAMA)
FSMA President

From: Loxie Kistler, Ed.D. M.S. B.S.N. RN CMA (AAMA)
President North Florida Chapter of Medical Assistants

Re: November 17th, 2018FSMA Executive Council Meeting Report

Since April of 2018 this President completed the following activities:

Participated in and responded to all correspondence from the FSMA and AAMA.

Created and maintained a Facebook page for North Florida Chapter of Medical Assistants.

Distributed 3 editions of the North Florida Beacon newsletter via email and sent one to member via US mail.

Collaborated with Baptist Primary Care, Physician Group Services, Nemours and University of Florida regarding educational opportunities with the North Florida Chapter of Medical Assistants. Distributed United for the Future Ad Hoc Committee letters in person to above mentioned organizations.

Communicated and offered assistance and guidance with Baptist Primary Care regarding obtaining credentialing for current medical assisting employees.

Updated email lists with current AAMA members and developed an email list for previous North Florida members and Baptist Primary Care.

This officer sent personal welcome and congratulation email communications to new AAMA members and new CMA members when received from FSMA Membership Chair Christine Giri.

Contacted Florida Hospital Flagler St. Augustine to reserve rooms for August 11th and December 1st, 2018 upcoming CEU events.

Submitted CEU applications from Dr. Alesha Fleming and Loxie Kistler for the August 11th, 2018 meeting. Over 20 attendees earned 3 AAMA approved CEUs at this event.

Recruited Leslie Woodin from Baptist Primary Care to present 1 AAMA approved CEU at the December 1st, 2018 North Florida meeting.

Sent North Florida updates to webmaster Mary Lou Allison.

Attended 3 Baptist Primary Care educational seminars and spoke with/was available to answer questions from medical assisting employees.

Visited Fortis College and Keiser University in Daytona Beach to share opportunities available with membership in the AAMA.Distributed United for the Future Ad Hoc Committee letters in person to above mentioned organizations.

This officer accepted positions on Fortis College and Keiser University advisory committees and attended meetings on both campuses. Opportunities for students and faculty with AAMA/FSMA membership were presented.

This officer initiated, distributed and collected nominations from the North Florida region for MA Student of the Year, MA of the Year and Provider of the Year to be awarded at the December 1st, 2018 CEU event.

Became Communication Chair for FSMA which includes coordinating Constant Contact and Constant Learning.

It is a pleasure and honor to serve the medical assistants in the North Florida Chapter region.

Respectfully Submitted,

Loxie Kistler,Ed.D. M.S. B.S.N. RN CMA (AAMA)
President, North Florida Chapter