FLORIDA SOCIETY OF MEDICAL ASSISTANTS

Affiliate of the American Association of Medical Assistants

August 20, 2016

TO: Maria Wiegelmann, CMA (AAMA), President FSMA

Re: Interim Report of the Ad Hoc Committee to research Online Seminar Registration and Payment

This Ad Hoc Committee was tasked with researching and recommending **a PROCESS FOR ONLINE REGISTRATION AND CREDIT PAYMENT** for FSMA seminars, events and activities.

This Chair spent extended time and effort attempting to develop an online registration form that would be easy access and secure. The web server we use has the capability, however to assure security and a process that does not add increased burden to the registration persons, the Committee is recommending that professional guidance be consulted to have a secure online registration/payment process from start to finish.

Prior to conclusion that assistance would best serve the assigned task, extensive research was done to find and analyze vendors who provide “free” forms service. Of concern with most of these programs was safety and security of data, i.e., attendees’ personal information. In addition to the “free” programs, the packages for purchase were carefully evaluated. It was determined that this is not a feasible way to proceed as FSMA has only a few events per year, and these event managing programs all charge monthly in anticipation of a frequent use of the programs for large attendee events with more built in services attached than we need. The need does not justify the cost.

INTERIM RECOMMENDATION: It is the recommendation of this Ad Hoc Committee for Online Event Registrations that we seek expert consult at a reasonable fee. At present we are requesting to be considered an extracurricular project at one of the college computer programs, understanding there could be a fee or contribution fee involved, or a fee for “private” work.

This Committee will evaluate this possibility, perhaps with several programs….and make final recommendation for decision in the best interest of all concerned by the Fall Meeting. The Fall Meeting timeline will allow for appropriate research of the recommended expert input and the face to face meeting vs online voting with Council will allow for full discussion question and answers prior to final decision making.

This Ad Hoc Committee’s Formal Recommendation will also include a statement to Eblast notice that the benefit to members for ease of access in a secure environment is available.

Attached is the listing of items researched by the Ad Hoc Committee Chair and Webmaster Mary Lou Allison, CMA-C(AAMA) as the person who understood the abilities of our web and connected server.

Respectfully submitted,

Mary Lou Allison, CMA-C(AAMA), Ad Hoc Committee Chair

Dr. Theresa Errante Parrino, CMA(AAMA)

Betty Springer, CMA-C(AAMA)

Payment Processing

The committee looked at the multiple vendors for payment processing for

Online payment options for FSMA Online Registration, however, again the issue is how to link payment to the registration.

Authorize.net

Pricing: $99 set up fee, $20/month and takes $0.10 per transaction fee

Pay Pal

Pricing: no minimums. no set up fee. No monthly fee and takes 2.9% + $0.30 per transaction

Google Check out

Pricing: This is discontinued

Amazon Payment:

Pricing: 2.9% + $0.30 per transaction over $10 amount

5.0 % + $0.05 per transaction under $10 amount

Dwolla:

Pricing: $250/ month. $0.25 per transaction over $10. No transaction fees under $10

Braintree by Paypal:

Pricing: no minimums. no set up fee. No monthly fee and takes 2.9% + $0.30 per transaction

Stripe:

Pricing: no minimums. no set up fee. No monthly fee and takes 2.9% + $0.30 per transaction

Samurai by FeeFighters:

Pricing: $25/month and takes 2.3% of all sales + $0.30 fee per transaction

WePay:

Pricing: no set up cost, no monthly fee. 3.5% transaction fee + $0.50 for credit cards + $0.50 bank fees.

2Checkout:

Pricing: $10.99/month. 3.99% + $0.45 per transaction

Intuit by Quickbooks

Pricing: Pay as you go: $0/month Swipe rate: 2.40%, Keyed rate 3.40%, Transaction rate: $0.25

Monthly rate $19.95. Swipe rate: 1.6%, Keyed rate 3.2%, Transaction rate: $0.25

Square:

Pricing: No start -up cost. 2.75% per swipe, 3.5% + $0.15 keyed transaction. Use when needed.

Eventzilla: $1.00 per attendee. Need to sign up for more details.