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AMT — A National Certification Agency
American Medical Technologists (AMT), established in 1939, is a national, non-profit certification agency for: Medical Technologist, MT®; Medical Laboratory Technician, MLT®; Registered Medical Assistant, RMA; Registered Dental Assistant, RDA; Certified Medical Laboratory Assistant, CMLA; Registered Phlebotomy Technician, RPT; Certified Laboratory Consultant, CLC; Certified Allied Health Instructor, CAHI; Certified Medical Administrative Specialist, CMAS
For information on qualifications necessary for each certification, contact:
AMT, 10700 Higgins Rd., Suite 150, Rosemont, IL 60018 — Phone: 847/823-5169.
MEMBER:
Institute for Credentialing Excellence/National Commission for Certifying Agencies
Clinical and Laboratory Standards Institute
A warm hello to all my AMT family:

I hope you all had a blessed and joyful holiday season and are ready for a brand new year. May 2019 be a year of renewed activity and involvement with your AMT family.

Your AMT Board continues to work hard for all of our members and have new and exciting things on the horizon. Some of the things that transpired at the Board’s October meeting are:

• Appointments to AMT committees were recommended and approved — letters to those appointments have been sent. Remember that AMT is member-led and involvement at the national committee level is a great way to help AMT continue to grow and be the “Pride of the Profession.” If committee involvement is appealing to you, be sure to sign the interest sheet at your state society meeting at the Annual Meeting. If you cannot attend the Annual Meeting contact your District Councillor.

• The name of the “Future Planning/Membership Committee” was changed to “Membership Committee.” This name change was the recommendation of the committee itself as the new name better reflects the charge for the committee.

• District Councillors were reappointed: Sheryl Rounsivill, RMA, RPT, CMAS, AHI (AMT) Western District; Ivette Rivera, RMA, RPT (AMT) Eastern District; Beverly Christiansen, RMA (AMT) Great Lakes District; Kaye Tschop, MT (AMT) Southern District; Norma (Taffy) Durfee, MT(AMT) Central District.

• Reappointment of Public Member: Carole Aston was reappointed to this position. This will be her last year as the Public Member. She has been a terrific member bringing the Board observations from a different perspective. She will be with us through the fall 2019 Board meeting.

• This was the last meeting for our under-40 observers, Jarrod Parker, RMA (AMT) and Katrina Fryar MT (AMT). It has been a pleasure working with them. Two new under-40 observers were appointed, Ruel Vic Palopo, MT (AMT) and Kesondra Ducharme, RMA (AMT). They will join us in February for their first meeting. This position is always appointed at the fall Board meeting. It is a great way to see how the organization works and it’s important to have a younger viewpoint for the Board. If interested, watch for information late summer of 2019.

• At the July 2018 resolutions committee gathering, two resolutions were adopted for the Board’s consideration. 1) Creating an AHI of
So here we are again, well into the New Year, and it would be nice to have a crystal ball to see into the future. What will this year hold for us? While writing this article, I am thinking of those individuals living through the “polar deep freeze” in the Midwest and Eastern states. I certainly hope by now you thawed out and have no lasting damage or injury from all the crazy weather. The West coast has had its share of unusual climate issues too, including excessive flooding following the vast fire damage. Good news, spring is right around the corner and the hope of a mild and beautiful season of renewal.

Recently, I have been researching information about the continued growth of medical assisting and other healthcare professional occupations. Students in the MA program where I teach always ask about their future career in healthcare. They ask if there will be enough jobs to support their need for employment. I reassure them that there are numerous positions in the field that need to be filled and having a national certification credential will further ensure their success through the job search and into their first position as an entry-level medical assistant. Arizona, as well as most states, does not require certification for employment as a medical assistant; however, we are recognizing more and more employers who want their medical assistants nationally certified. I am sure this is the case throughout the United States. Yes, I understand there are some who do not see certification as important, but I believe it is our responsibility as medical assistants certified by AMT to ensure that our co-worker medical assistants are certified and that we promote the credential whenever we have the opportunity. How do you approach your team members about national certification? If your employer has no requirement for medical assistant certification, have you had a discussion with the employer explaining the benefits to both the employer and the employees? If you are hesitant or uncomfortable about having this discussion with co-workers or the supervisor, you may need supporting information to demonstrate the need for certification for the medical assistant staff. You might start by introducing your employer (physician, office manager, supervisor) to the AMT website. You may also want to reach out to your state officers for advice on how to present this information to your employer. One of your state representatives might be willing to visit your medical facility to help you present the information to your staff. Contact AMT staff for resources like flyers and brochures. Don’t be shy; be proud of your certification and as a representative of AMT.

If you have not visited the AMT website lately, you might revisit the section “Benefits of Certification.” This section of the website contains detailed information about why certification is valuable to the employer and employee.

Let’s go back to my research which included a visit to the U. S. Bureau of Labor Statistics website to seek information about the outlook of future growth of the medical assistant field. The posted data continues
THE “INS” OF LEADERSHIP

According to the Business Dictionary, leadership involves establishing a clear vision, sharing that vision with others so that they will follow willingly, providing the information, knowledge and methods to realize that vision, and coordinating and balancing the conflicting interests of all members and stakeholders.

There are several qualities I think that are vitally important for a leader to be successful. The first of which I call attention to is **inspirational**. Inspirational — to offer something valuable and uplifting which motivates others to bring out the best in themselves. To be inspirational is to lead by example and encourage others to feel there is something worthwhile to become and do. Inspiration itself means the process of being mentally stimulated to do or feel something, especially to do something creative. This essential trait is integral to a leader bringing innovative ideas in order to motivate the group to fulfill its mission.

A second quality that should be manifested by a leader is **instructional**. Instructional — giving detailed information about how something should be done or operated. Some other terms to define this trait are tutoring and coaching. The leader should invest time and make certain that the staff receives first class training in order for the mission to be accomplished. There are many innovative ways and means to provide training. Employees following the standard operating procedures (SOP’s) will guarantee that required steps are performed according to established criteria. Therefore, it would be beneficial for leaders to ensure that all personnel have reviewed and signed off that they have read and understand the SOP’s within the workplace.

Let me now discuss the third quality of leadership which is **insight**. Insight — the capacity to gain an accurate and deep intuitive understanding of a person or thing. When you gain insight, you are using your intuition, or sixth sense. Insight is formed from the prefix “in” and the English word “sight.” So this word literally means seeing inward. Insight, for example, is sometimes called an epiphany, an “aha” moment when a solution to a problem presents itself suddenly. The leader who employs insight properly will provide the necessary component for his or her team to be successful in problem-solving.

Fourthly, **informative**, is also an integral trait that needs to be shown by a leader. Other words describing this trait are illuminating, enlightening and revealing. Staying abreast of changes, new information or current events will be an asset to the leader. The aim would be to help his team become more enlightened by remembering the information that is presented. I say to the leader, stay informed because knowledge is power.

Lastly, the leader needs to employ the quality of being a person of **integrity**. Integrity — exemplifying honesty and possessing strong moral uprightness. It is perhaps the most important principle of leadership. Leadership is dependent on integrity because it demands truthfulness and honesty. One must tell the truth, even if it is unpleasant. It is unquestionably and unequivocally central to the mission’s success. One should never underestimate the power of integrity.

The leader who does not employ the “INs” of leadership will become ineffective in pursuing excellence. It is absolutely imperative and of the utmost importance for inspiration, instruction, insight and integrity to be woven in the fabric of a leader’s character.

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Dr. Paul C. Brown, Sr., MT (AMT) CLT (HHS)
Changes to the CCP Process

In January of 2006, AMT implemented the Certification Continuation Program (CCP). This new program required individuals certified on or after that date, along with a few other qualifying groups, to attest to achieving a set number of points every three years.

Since 2006, AMT has helped certified members make determinations about which activities qualify for CCP and has helped them enter points. However, with over 86,000 members and growing, the AMT CCP staff was overwhelmed with requests and was not able to keep up with timelines that members have come to expect and appreciate. AMT has therefore decided to streamline the overall process and provide better guidance to members so that they can easily accomplish these tasks on their own.

**Effective immediately, AMT will no longer evaluate documents or record CCP points on your behalf.** Below is an outline of the simple steps you will need to take in order to remain in compliance.

**CCP Process**

1. Throughout your three-year CCP cycle, track your points in AMTrax. If you choose not to use AMTrax, be sure to monitor your points in some other fashion. In either case, keep supporting documentation in a file for your records in case of an audit.

2. Before the end of your three-year CCP cycle:
   a. If you have been tracking with AMTrax and you reach the required number of CCP points, you will automatically be considered “compliant” for this three-year CCP cycle. You will then automatically be rolled into your next CCP cycle and will not need to do anything else.
   b. If you have NOT been tracking with AMTrax and/or you have not yet reached your required number of CCP points, a CCP compliance notice will be mailed and emailed to you about 6 months prior to the end of your three-year cycle noting how many CCP points are still outstanding and asking you to attest to reaching the required number of points by the end of your CCP cycle. You will need to obtain the required number of points and either record your points in AMTrax or send the CCP Attestation Form to AMT in order to remain in compliance.

**What Qualifies for CCP?**

AMT has developed better guidelines to help members more easily assess if their activities qualify for CCP. The guidelines follow these basic criteria:

1. Does it help you do your (health care) job better?
2. Does it advance your knowledge in the health care field?
3. Does it prepare you for an advanced management or health care degree or a different program of study in health care?

As an additional general rule of thumb, if your activity relates to a specific item on the exam content outline of the certification you achieved, the activity will qualify. The specific guidelines and exam outlines can be viewed on the AMT website.