

# THE FORUM

Winter/Spring Conference Issue 2025



**Sharon Runyon, CMA(AAMA), CPC**

Editor

**Topics included in this newsletter:**

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## 2025 Kentucky Society of Medical Assistants 62nd Annual Conference Scheduled for April 11-13, 2025.

The KSMA 62nd annual conference will be held at the Holiday Inn Paducah Riverfront, 600 North 4th Street, Paducah, Kentucky 42001. Phone number: 270-366-7614. When making reservations, request a room through the KSMA block which allows a discounted rate. Room blocks are for Thursday, Friday, and Saturday.

The conference will begin on Friday morning and conclude at noon on Sunday. The KSMA Board of Trustees has planned a fun and educational weekend. This is a great opportunity to earn many CEUs needed to keep your credential current, expand your medical knowledge, network with your peers, and have fun in the process!



### CASINO WELCOME PARTY!!!!

Friday, April 12, 7-9 p.m. will be the KSMA conference Welcome Party with a Casino theme. Come dressed in your Las Vegas attire and be ready to let your hair down, relax, and have fun participating in a variety of casino games. The cost is included in your full registration and includes a meal.

### LOCAL CHAPTERS' CONTRIBUTIONS TO THE KSMA ANNUAL CONFERENCE HELP TO MAKE THE CONFERENCE A SUCCESS AND ENJOYABLE FOR MEMBERS.

Each of the local chapters for KSMA are expected to bring 10 door prizes to the conference. These should be given to a KSMA officer



or brought to the Registration desk. Each chapter also is to bring a minimum of (1) THEMED BASKET to be raffled and winners announced at Saturday's Installation Dinner.



**ANNUAL REPORTS** All Board of Trustee Officers, Committee Chairs, and Chapter Directors are to have their annual reports for the Delegate's Packet to the Chair of the Delegate's Packet Committee by April 1, 2025. Otherwise, individual will need to bring 40 copies of his/her report to Paducah to be added to the packet prior to the annual meeting.

## CINDY COMLEY, CMA (AAMA) SCHOLARSHIP

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The Kentucky Society of Medical Assistant Board of Trustees and the family of Cindy Comley allows you the opportunity to apply for the Cindy Comley, CMA (AAMA) Scholarship. The recipients of these scholarships will have their registration fee waived for the 2025 KSMA State Conference. We would like to encourage as many KSMA members as possible, including students pursuing a medical assisting career, to attend our annual meeting and have the opportunity to participate on the state level after having observed the KSMA structure and function in the conference setting.

### **GUIDELINES FOR RECIPIENT SELECTION**

- 1) Recipient must be in good standing with the KSMA/AAMA (dues paid by 12/31/2024) and must be currently working as a Medical Assistant or an Educator teaching a Medical Assistant Program. You can also apply if you are in a current educational facility enrolled in an accredited Medical Assisting Program pursuing a medical career.
- 2) Applicants should be highly motivated and profess a desire to become active on the state level. Either as an officer or committee chair.
- 3) Each applicant must write a short essay explaining why they want to attend the state conference and why they want to learn more about the KSMA.
- 4) It will be mandatory that the recipients attend a full schedule of the CEU sessions, the Annual meeting, and all meal functions or forfeit the scholarship.  
  
Regarding students: due to college courses, work responsibilities and domestic obligations, they must attend 90% of all functions or forfeit the scholarship.
- 5) A mentor will be available to answer any questions and serve as your guide through the conference experience.
- 6) Each recipient must submit a written report of their conference experience, within 14 days concluding the conference, which will be printed in the Forum.
- 7) Recipients are RESPONSIBLE for their lodging and transportation.
- 8) A scholarship winner can only win the scholarship every three years.

The application form can be found on the next page of this guideline sheet. Please send your essay along with a completed application form NO LATER THAN 3/21/25  
Conference will be April 11-13. 2025

**Applications can be sent through email at [joni.magness@bhsi.com](mailto:joni.magness@bhsi.com)**

**2025 Cindy Comley Scholarship Application**

**Name** (please print): \_\_\_\_\_

**Address** (City and State): \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**AAMA Member ID Number:** \_\_\_\_\_ **Expiration date:** \_\_\_\_\_

**Place of Employment** (Name, address, and phone)

\_\_\_\_\_

**Place of School and Major** (if current student):

\_\_\_\_\_

**Scholarship Request:** FULL PARTIAL

By signing below, I agree to the terms of either the FULL or PARTIAL scholarship as follows:

Full scholarship requirements: Attendance of all scheduled CEU sessions, the annual meeting, and all meal functions (or forfeit the scholarship)

Partial Scholarship Requirements: Attendance of a full day of scheduled CEU sessions. If requesting a partial scholarship, please indicate the desired day of attendance:

Friday \_\_\_\_ Saturday \_\_\_\_ Sunday

Student Applicants: Attendance of no less than 90% of all functions or forfeit of the scholarship.

*Recipients must allow use of any photos or essay material by the KSMA for online or print activities.*

Applications can be sent to Joni Magness mail- 131 Highland Circle Paducah, KY 42003

Or email to [joni.magness@bhsi.com](mailto:joni.magness@bhsi.com)

By signing below I agree to the terms stated above.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**KSMA 62th ANNUAL CONFERENCE**  
**Holiday Inn – Paducah, KY**  
**April 11-13, 2025**  
**www.kentuckymedicalassistants.com**

REGISTRATION FORM

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_ CHAPTER \_\_\_\_\_

AAMA Member # \_\_\_\_\_ Email: \_\_\_\_\_

**REGISTRATION DEADLINE –April 4, 2025**  
**\$50.00 late fee should be added for all full registrations received after the deadline.**  
**NO REFUNDS AFTER APRIL 8, 2025**

<b>Members (AAMA)</b>	<b>Fee</b>	√	<b>Non Member (AAMA)</b>	<b>Fee</b>	√
Full Registration (includes meals)	<b>\$150.00</b>		Full Registration (includes meals)	<b>\$200.00</b>	
Friday education only**	<b>\$75.00</b>		Friday education only**	<b>\$100.00</b>	
Saturday education only **	<b>\$90.00</b>		Saturday education only **	<b>\$115.00</b>	
Sunday education only	<b>\$40.00</b>		Sunday education only	<b>\$50.00</b>	
<b>Guest tickets (meals)</b>			<b>Students*** (meals)</b>		
Friday lunch	<b>\$25.00</b>		Friday lunch	<b>\$25.00</b>	
Friday Welcome	<b>\$35.00</b>		Friday Welcome	<b>\$35.00</b>	
Saturday lunch	<b>\$25.00</b>		Saturday lunch	<b>\$25.00</b>	
Saturday Banquet	<b>\$40.00</b>		Saturday Banquet	<b>\$40.00</b>	
			<b>Pay Pal fee</b>	<b>\$10.00</b>	
			<b>Total of all checked items</b>	<b>\$</b>	

For those purchasing the Member or Non-Member package: (meals are included with full registration, but we need a head count so meals aren't left over, please mark below)

Will you be attending the Friday lunch?                      Circle    Yes    No  
 Will you be attending the Friday Welcome party?            Circle    Yes    No  
 Will you be attending the Saturday lunch?                    Circle    Yes    No  
 Will you be attending the Saturday Banquet?                Circle    Yes    No

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 \*\*Meals not included; Guest tickets may be purchased. (see above)

\*\*\*Student registration includes 1, 2 or 3 days, BUT you must pre-register and pay for meals.

Make checks **payable to KSMA** and mail to:

Terri Slinker, CMA, (AAMA)  
 396 Springhill Drive  
 Campbellsville, KY 42718

www.kentuckymedicalassistants.com  
 (for Pay Pal payment)  
 Fax 270-465-0562

TENTATIVE SCHEDULE OF EVENTS

**Friday, April 11, 2025**

- 8:00 am-12:00 pm Registration-Conference Lobby
- 8:00 am-8:30 am Breakfast-Panara Bread Breakfast Sandwiches & Coffee
- 8:30 am-9:30 am The Road to Success, Networking and Leadership—Julie Ostand
- 9:45 am-10:45 am Congestive Heart Failure—Laura Cone, RN and Craig Beavers
- 11:00 am-12:00 pm Pain Management—Dr. Ruxer
- 12:00 pm-12:30 pm Pre-conference Board of Trustees meeting (All BOT must attend)
- 12:00 pm-1:30 pm Lunch - Recognizing the Importance of Albuminuria in Kidney and Cardiovascular disease-Leah Whitener, PharmD
- 1:45 pm-2:45 pm Nutrition (Zoom)-Kacie Bogle Registered Dietician (RD)
- 2:45 pm CREDENTIALS DESK OPENS, CONFERENCE LOBBY
- 3:00 pm-5:00 pm KSMA 62nd Annual Conference House of Delegates Open to All Attendees BUT only Members registered by 12/31/2024 have voting privileges
- 5:00 pm-7:00 pm Free Time
- 7:00 pm-9:00 pm Welcome Party—Casino Night theme: Get your Las Vegas gambling shirt and hat on and come to the Casino, Paducah style

**Saturday, April 12, 2025**

- 8:00 am-12:00 pm Registration open—Conference Lobby
- 8:00 am-8:30 am Breakfast-Red's Donuts and Coffee
- 8:30 am-9:30 am Addiction and Rehab—Stacy Kirkham
- 9:45 am-10:45 am Cannabis Use—Danielle Guminski APRN
- 11:00 am-12:00 pm Workplace Harassment—Christal Pruitt, MA
- 12:00 pm-1:30 pm Lunch - The use of Holter monitors in patients with Arrhythmia-Marina Wanser
- 1:45 pm-2:45 pm Chest Pain and Resuscitation—Amy Osborn
- 3:00 pm-4:00 pm TBA—Ame Lumpkins, CMA (AAMA)
- 4:00 pm-5:00 pm Medical Assisting Games—Terri Slinker, CMA (AAMA)
- 5:00 pm-6:30 pm FREE TIME
- 6:40 pm Installation Officers line up in Conference Room Lobby
- 6:45 pm Conference Installation dinner attendees find seats for dinner
- 7:00 pm-9:00 pm Presidential Installation of Officers and Buffet Banquet (dressy)

**Sunday, April 13, 2025**

- 8:00 am-8:30 am Registration opens
- 8:00 am-8:30 am Breakfast-Red's Donuts & Coffee
- 8:30 am-9:30 am Behavioral Health-Rina Jo Weekly, CMA (AAMA)
- 9:45 am-11:15 am Pharmacology 101-Back to the Basics-Sharon Runyon, CMA (AAMA)
- 11:30 am Post Conference Board of Trustees meeting
- 12:00 pm Noon Hotel CHECKOUT

Budget Report	2025-2026	2024-2025
	PROPOSED	
REVENUE		
Membership Dues	5300	6000
Cindy Comley Scholarship	475	475
Conference Registration	6750	7000
Conference Ways and Means	600	600
TOTALS	13125	14075
EXPENSES		
Business & Operating Supplies	480	480
FORUM printing	200	200
FORUM postage	275	275
Conference printing	350	350
Conference supplies	170	150
Conference hotel rooms, meals	6000	5895
Conference speakers	525	500
Installation	75	75
National conference delegates	4500	5600
Professional audit	100	100
Website	450	450
TOTAL	13125	14075

**NOTE: ZOOM cost is covered under Business & Operating Supplies**



Respectfully submitted, Tracy Phillips, CMA (AAMA), Budget & Finance Chairperson 2/8/2025

The proposed budget for 2025-2026 includes a decrease in membership dues and an increase in scholarship



## 2025-26 SLATE OF OFFICERS FOR CONSIDERATION AT KSMA

President: Rina Jo Weekly  
Vice-President: Stacy Smith  
President-Elect: Jessica Moore  
Secretary: Joni Magness  
Michelle Butler  
Treasurer: Tracy Phillips  
Purchase Director: Addie Jackson

## KSMA FACEBOOK PAGE

Please use the correct Facebook page to stay up-to-date on KSMA news and announcements. The correct page: [KSMAKentuckySocietyofMedicalAssistants.](#)



## KSMA WEBSITE-EASY WAY TO REGISTER FOR CONFERENCE.....

Registering for the KSMA conference in Paducah, April 11-13, 2025 is an easy process through The KSMA website. It's simple. Go to the website: [kentuckymedicalassistants.com/conference](http://kentuckymedicalassistants.com/conference). Click the button for Register Now&LearnMore. Next screen gives you the ability to register online or by mail. Other options there include Venue, Itinerary, and Location. Some of the areas are yet to be populated. If you Select Register online, you will be directed to a registration form to complete. At this point, you will choose to pay by credit card or Paypal. Once you have completed the process, you will receive an e-mail confirmation of your Registration almost immediately. So easy!



HOPE TO SEE YOU IN PADUCAH!!!!!!!!!!