



ON THE WINGS OF LEADERSHIP

2003 MMGMA ANNUAL SPRING CONFERENCE
March 19-21, 2003 Soaring Eagle Casino & Resort
ACMPE Board Certification Exams Offered. DETAILS INSIDE!



Medical Group
Management
Association

MGMA[™]

Michigan
A State Affiliate

Wednesday, March 19, 2003

10:00 am - 3:00 pm

ACMPE Board Certification Examinations – The American College of Medical Practice Executives (ACMPE) supports and promotes the personal and professional growth of health care leaders-both physicians and management executives-working collaboratively to advance the profession of medical practice management. Through ACMPE's nationally recognized certification program, you can become board-certified in medical practice management and earn the profession's highest honor, Fellow in ACMPE. For more information about ACMPE membership, call toll-free 877/272-6462, ext. 869.

Registration Fee: \$85 per exam part

Exam Registration Deadline: February 28, 2003

ACMPE will conduct its objective and essay board certification examinations at the Michigan MGMA Annual Spring Conference. Only ACMPE members may take these exams as part of the requirement for advancement through the ACMPE board certification program. No walk-ins will be accepted. Continental breakfast and light refreshments will be available. Upon receipt of your registration form and payment, you will receive a confirmation letter from ACMPE for the exam parts for which you have registered. If you do not receive confirmation prior to the exams, please contact the ACMPE office toll-free 877/275-6462, ext 292. For additional information on this examination session or questions about your eligibility to take the exams, contact ACMPE or refer to your ACMPE Advancement Manual.

ACMPE Cancellation Policy

Registration cancellations must be postmarked no later than 10 business days prior to the program, and are subject to a \$25 processing fee. No partial or full refund or credit will be made after this date. Cancellation by telephone is not valid. All cancellations must be received in writing. If for any reason it is necessary for the ACMPE to cancel one of its programs, we will refund the registration fee in full. However, since you are responsible for your own airline reservations, ACMPE will not be responsible for any charges you may incur for hotel/airline tickets or otherwise in the event of any program cancellations.

To register for the exams, please see the special registration form in the middle of the brochure.

Wednesday, March 19, 2003, continued
2003 MMGMA ANNUAL SPRING CONFERENCE

- 6:00 – 8:00 pm **Registration**
- 7:30 - 8:30 pm **Networking Reception**
Cash bar, soft drinks and hors d'oeuvres

Thursday, March 20, 2003

- 7:00 am – 8:00 am **Registration / Continental Breakfast**
- 8:00 am - 8:30 am **Welcome / Announcements / Committee Reports**
Gene Lascu, President, MMGMA
- 8:30 am - 10:00 am **Building and Sustaining Effective Physician/Administrator Teams**
Gary S. Kaplan, MD, FACMPE / Sarah Patterson, FACMPE
Participants will discuss competencies, knowledge and skill requirements for management and physician executives and how these two groups can work most effectively in teams. Information presented in this session is based upon a three-year study conducted by the ACMPE and the presenters' own experience of more than 15 years working as a leadership team.
- 10:00 - 10:30 am **Break with Exhibitors**
- 10:30 - 12:00 pm **BREAKOUT SESSIONS**
- A. Facilitating Physician Meetings**
Gary S. Kaplan, MD, FACMPE / Sarah Patterson, FACMPE
The speakers' concepts will be reviewed in more depth during this breakout session and fundamentals of effective meeting management will also be discussed.
- B. MIOSHA – Blood Borne Infectious Diseases**
Jenelle K. Thelen
This session is designed to assist employers in complying with the MIOSHA Blood Borne Infectious Diseases Standard and current Centers for Disease Control and Prevention

Thursday, March 20, 2003, continued

(CDC) recommendations. Participants will be informed of the changes to the regulations or its interpretation and presented with tools to assist in the evaluation, control and prevention of blood borne infectious diseases in the workplace.

12:00 - 1:30 pm

Lunch

1:30 - 3:00 pm

Employee Theft and Embezzlement – Why They Do It and How To Stop It

Louis C. Rabaut

Employers lose billions of dollars each year to employee theft. This session will explore (1) the size of this problem, (2) why employees steal, (3) common means of embezzlement and theft and (4) how employers can prevent this type of loss.

3:00 - 3:30 pm

Break with Exhibitors

3:30 - 5:00 pm

BREAKOUT SESSIONS

A. What Should and Should Not Be In Your Employee Handbook

Louis C. Rabaut

Your employee handbook may be the most important document in your office. This session will identify the basic policies needed in every handbook and policies unique to medical practices. The session also will explore some common handbook drafting mistakes.

B. How Employers Can Control Rising Health Care Insurance Costs: The Defined Consumerism Approach to Health Care Funding and The Legislative Environment

David E. Wilson, CFCI

This session will focus on how employers can coordinate their health care insurance program with Health Care Reimbursement Accounts (HCRA) under Section 125 (FSA) and Section 105 (HRA) to provide the employee population the greatest use of the money an employer is willing to spend on health care as a percentage of the employees overall compensation. In addition, we will discuss the importance of employee education at enrollment meetings, the future of benefit delivery to the employee population and the national legislative environment.

Thursday, March 20, 2003, continued

5:30 - 6:00 pm

Reception

6:00 – 7:30 pm

Dinner

Friday, March 21, 2003

7:30 – 8:30 am

Registration/Continental Breakfast

8:30 - 10:00 am

BREAKOUT SESSIONS

A. Washington Update

Jesse S. Bushman

The presentation will be divided between legislative and regulatory topics. Legislative issues may include such things as the physician payment update, Medicare reform/simplification and malpractice liability modifications. The regulatory portion of the presentation will look at the latest topics coming from CMS and other appropriate agencies that group practice administrators should be aware of. Possible topics include the HIPAA regulations, the Stark law, the annual physician fee schedule, any changes in policy made via program memoranda and other appropriate topics. The presentation will focus on giving a brief overview of these topics and will provide online resources that participants can use to further educate themselves about a given issue.

B. HIPAA Compliance Update for the Physician Practice

Barbara A. Szkotnicki, CPC / David W. Clayton, RN, MBA, CPC, CMPE

In this breakout session, the speakers will provide an update summary of pertinent revisions in HIPAA regulations, inclusive of the recently released Office of Civil Rights HIPAA compliance guidance materials. Further, the presentation will address the anticipated final HIPAA Security regulations. The presentation will focus primarily on HIPAA compliance for the solo and small to mid-sized group physician practice. The speakers will encourage an interactive session, affording attendees an opportunity to share and solicit information regarding their applied HIPAA compliance efforts.

Friday, March 21, 2003, continued

10:00 - 10:30 am

Break with Exhibitors

10:30 - 12:00 pm

Life in the Fast Lane

Bill Thomas

Guaranteed to stimulate, motivate and energize you using humor as the tool to convey the important points of dealing with change, improving service, taking responsibility and maintaining the right perspective. Bill also addresses comically the delicate balance between your work and your home life. Bill has been called the "Humorist for the Business World." Bill Thomas will have you rolling in the aisles while still delivering a powerful message.

Noon - 1:30 pm

Lunch/Drawings

PLATINUM SPONSORS



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SPEAKERS

Jesse S. Bushman

Jesse presently works for MGMA's Department of Government Affairs as the Government Affairs Representative for the Western and Midwest Sections. He answers members' questions about the technical details of legislation and regulation and provides legislative presentations for state and assembly meetings. Jesse also writes articles on legislative and regulatory issues for MGMA's publications and website and has been the presenter during audio-conferences covering the physician fee schedule. Finally, he helps to coordinate grassroots efforts by MGMA members. Prior to coming to MGMA, Jesse worked as the clerk of the Subcommittee on Human Resources of the Committee on Government Reform and Oversight in the US House of Representatives. Previous to that time, he was in graduate school. Jesse received a B.A. in Humanities/Philosophy in 1994 and an M.A. in American Studies in 1995, both from Brigham Young University. He is currently working on a Masters in Legislative Affairs at George Washington University.

David W. Clayton, RN, MBA, CPC, CMPE

David is a Managing Principal for The Rehmann Group's Healthcare Management Advisors and serves as the firm's Director of Physician Practice Management Services, and also, Corporate Compliance Services. David has more than twenty years of experience in healthcare delivery and management. Prior to joining The Rehmann Group, he served for eight years as Executive Vice President and Chief Financial Operating Officer of a multi-specialty academic

group practice organization associated with the Michigan State University College of Human Medicine. Preceding this position, David was Administrative Manager of multiple physician practices affiliated with the Detroit Medical Center and Wayne State University School of Medicine.

Gary S. Kaplan, MD, FACMPE

Gary S. Kaplan, MD, FACMPE, was named Chairman and CEO of Virginia Mason Medical Center in February 2000. He serves on the Virginia Mason Medical Center Board of Directors, is Chair of the Management Committee, and serves on the Board of Governors, Virginia Mason Research Center Board, and is an active member of the Board of the Virginia Mason Foundation. Dr. Kaplan has practiced Internal Medicine at Virginia Mason Medical Center since 1982. Dr. Kaplan received his medical degree from the University of Michigan and is board-certified in internal medicine. He is also certified as a Fellow through the American College of Medical Practice Executives. In addition to his patient duties and position as CEO, Dr. Kaplan is past Chair of the MGMA Board of Directors, and the past Chair of the Group Practice Advisory Committee of the American Medical Association, has served on the Board of Directors and Executive Committee for the American Medical Group Association, is on the Board of Directors of the National Patient Safety Foundation, and is a member of both the American College of Medical Practice Executives and the American College of Physician Executives.

Sarah Patterson, FACMPE

Sarah H. Patterson, FACMPE, is a Senior Vice President at Virginia Mason Medical Center in Seattle, Washington. Virginia Mason is a fully integrated medical center with approximately 400 physicians in a multi-specialty group practice with more than 12 sites in western Washington state. Virginia Mason Medical Center serves as a referral center for the Pacific Northwest and, in addition to the multi-specialty group practice, consists of Virginia Mason Hospital, Virginia Mason Research Center and the Virginia Mason Foundation. There are graduate medical education training programs in Internal Medicine, Anesthesiology, General Surgery and Radiology. Sarah has responsibility for Virginia Mason Hospital, as well as Virginia Mason's Lab, Radiology, Pharmacy and Graduate Medical Education departments.

Louis C. Rabaut

Louis C. Rabaut is a Partner with Warner Norcross & Judd, LLP. Lou practices exclusively in employment law. He has handled litigation involving trade secrets, covenants not to compete, wrongful discharge, on-the-job fatalities, and discrimination claims. Lou has appeared in federal and state courts and practices before administrative agencies such as the National Labor Relations Board, the Michigan Department of Civil Rights, OSHA, and the Equal Employment Opportunity Commission. He has authored articles on trade secrets and covenants not to compete, AIDS in the workplace, occupational health and safety, worker's compensation, public policy limitations on employee discharges, and the Americans with Disabilities Act. Lou graduated from the University of Detroit School of Law.

Barbara A. Szkotnicki, PCPC

Barbara is a Senior Manager and Consultant in The Rehmann Group's Healthcare Management Advisors based at their Lansing offices. Barbara has more than twenty years of experience in healthcare management. Prior to joining The Rehmann Group, Barbara was an Assistant Director of Benefits at Michigan State University, where she was responsible for benefit program administration (including health, dental, prescription drug, workers compensation, retirement and student insurance) and implementation planning for computerized web-based benefit systems. Before assuming her HR/EB role with the University, Barbara was the Manager of Operations, Personnel and Facilities for the MSU Health Team, with responsibilities for group practice billing, collections, scheduling, patient accounts, and management of the information system applications for 187 multi-specialty physicians. She has also managed all billing personnel and processes for the MSU Department of Surgery with 18 general, pediatric, vascular, and neurosurgery physicians.

Jenelle K. Thelen

Jenelle is an industrial hygienist employed with MIOSHA Consultation Education and Training. Previous employment includes six years with the University of Kansas Medical Center, working in Occupational Health, Safety and Hazardous Waste. Jenelle has also worked in Regulatory Compliance for an industrial manufacturing facility and taught high school science. She has a B.S. in Secondary Education and an M.S. in Industrial Hygiene from Central Missouri State University.

Bill Thomas

Bill has over 20 years of experience making people laugh. He speaks to groups who want to motivate their people with humor. Bill speaks on change, customer service, life issues, the importance of the work we do and other topics using hilarious stories and amusing anecdotes. Bill states that he has learned three things, "Happy people are productive people – Laughter is healing – We've only got one life, so enjoy it." He offers a unique perspective on work and life that everyone can relate to! Bill has spoken to associations, business groups, churches and corporations around the country.

David E. Wilson, CFCI

Mr. Wilson is a founder, President, Chief Executive Officer, and a Senior Consultant of FlexBen Corporation, with its headquarters in Troy, Michigan. Under his leadership and vision, FlexBen Corporation has grown into a nationally recognized employee benefits and technology firm. FlexBen Corporation is acknowledged for its

dedication to "Best Quality" customer service, and is an industry leader in the strategic definition and execution of consumer centric benefit plan arrangements. Today, FlexBen Corporation is the largest privately held administrator of reimbursement transactions nationally. Mr. Wilson is an executive board member of the Employers Council on Flexible Compensation (ECFC). Prior to FlexBen Corporation, Mr. Wilson served in Washington, D.C., under the Office of the President of the United States during the first Reagan Administration. He has been an important factor in the ECFC's success as a voice with government and in the market for the promotion of "Best Practice" plan management and regulatory compliance. As the Chairman of the ECFC's education and legislative efforts, Mr. Wilson has led the way for them to define, provide, and promote educational certification requirements for the industry. Mr. Wilson has gained 20 years of experience in all aspects and phases of managing employee centric-focused benefit programs.

SUSTAINING PLATINUM SPONSOR



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Healthcare Management Advisors

IMPORTANT INFORMATION

Cancellation Policy

Registration cancellation must be postmarked or the MMGMA office notified no later than Friday, February 28, 2003, and is subject to a \$50 processing fee. Only on-site registrations will be accepted after this date. No partial or full refund will be made after this date, however a replacement may be sent to take advantage of the paid registration. Please call the MMGMA office at 517-336-5786 or email to sbarnhart@msms.org if you plan to send a replacement. If the replacement is of a different membership category, the registration fee will be adjusted accordingly.

Limited Attendance

Space is limited so register early! Registration with payment will be dated and honored on a “first-come, first-served” basis. The cut-off for the “Early Bird” registration is Friday, February 28, 2003. Confirmations will be sent and directions to the Soaring Eagle Casino & Resort will be included with the confirmation. If you have not received a confirmation in a timely manner, please contact MMGMA at 517-336-5786 before making travel plans.

The MSMS Committee on CME Programming designates this educational activity for a maximum of **4.5 hours in Category I Credit** toward the AMA Physician's Recognition Award. Each physician should claim only those hours of credit that he/she actually spent in the educational activity.

ACMPE Credits will be allocated to this conference.

Dress will be business casual



Program Site and Lodging

Soaring Eagle Casino & Resort
6800 Soaring Eagle Blvd.
Mt. Pleasant, MI 48858
888-732-4537
Fax 989-775-5686

Registration Form

Name _____
First Last

Address _____

City/State/Zip _____

Practice Name _____

Specialty _____

Number of Physicians _____

Work Phone _____ Work Fax _____

Email _____

First-Time Attendee

ACMPE: Nominee CMPE FACMPE MD CPA RN

Are you a first time conference attendee? Yes No

(Check here for the fabulous 1st time attendee drawing!)

Complete only if registering guest:

Guest _____
First name Last name

Payment Type

Check (made payable to MMGMA) Visa MasterCard

Card Number _____

Expiration Date _____

Print Cardholder's Name _____

Authorized Signature _____

VERY IMPORTANT NOTICE

These meals are included in your registration package, however if you do not confirm your attendance, a meal reservation will not be made for you.

Thursday Breakfast

Friday Breakfast

Thursday Lunch

Friday Lunch

Thursday Reception/Banquet

Mail or fax your registration information to:

Michigan MGMA

Phone: 517-336-5786

Attn: Sherry Barnhart

Fax: 517-337-2490

P.O. Box 950

East Lansing, MI 4882-0950

Registration Fees	Postmarked by Feb. 28	AFTER Feb.28*	FEE
MMGMA/MSMS Member	\$175	\$200	_____
Nonmember/Joining Active Member**	\$250	\$275	_____
Joining Affiliate Member***	\$300	\$325	_____
Guest Thursday Lunch	\$25	\$25	_____
Guest Thursday Reception/Dinner	\$50	\$50	_____
Guest Friday Lunch	\$25	\$25	_____
		TOTAL	_____

*Please bring your Registration and Payment with you to the conference if you are submitting it after February 28th.

**This is a membership that is good until 12/31/03. An active member is a member of the administrative staff and who participates in the business affairs of a clinic or medical group.

***This is a membership that is good until 12/31/03. An affiliated member is any vendor of products and/or services who wishes to become associated with the Michigan MGMA.



Soaring Eagle Casino & Resort Room Reservation Form

Michigan Medical Group Management Association

Arrive: Wednesday, March 19, 2003 • Depart: Friday, March 21, 2003

To reserve your overnight accommodations or modify an existing reservation, please complete this form and fax or mail it by FEBRUARY 26, 2003, (PHONE RESERVATIONS WILL NOT BE ACCEPTED), to: Soaring Eagle Casino & Resort, 6800 Soaring Eagle Blvd, Mt. Pleasant, MI 48858, Attention: Room Reservations, FAX # 989-775-5686. Please print your information clearly.

Name of Guest(s) _____
Occupying This Room _____

Address _____

City/State/ZIP _____

Phone: Daytime _____ Evening _____

Fax _____

Estimated Time of Arrival _____

Arrival Date _____ Departure Date _____

Please list the room type you would prefer (Please mark 1st and 2nd choice)

• Smoking and Non-Smoking rooms are available, however, we cannot guarantee which type you will receive. We will do our best to accommodate all of your requests.

There will be a \$10.00 per person charge nightly for the third and fourth person in a room over the age of 6.

_____ (\$125.00) First Class Room – 1 King Bed

_____ (\$125.00) First Class Room – 2 Queen Beds

With the following requests:

___ Smoking ___ Non-Smoking ___ Barrier-Free Room

How many adults in room? _____

How many children? _____ Ages _____

Method of Payment All reservations must be guaranteed with a deposit; either a check or credit card for one night's lodging along with this form. **IF YOU ARE USING A CREDIT CARD, YOUR CARD WILL BE CHARGED FOR THE DEPOSIT AT THE TIME THIS RESERVATION IS MADE.**

Check (made payable to MGMA)

Charge my credit card: VISA MasterCard Discover
 Amer Exp Diners Club

Card Number _____

Expiration Date _____

Name of Cardholder _____

Authorized Signature _____

You will receive a confirmation letter within 7-10 business days at the address listed above. If you would like your confirmation letter faxed to you instead, please list the appropriate fax number and check the box next to it. You should receive your faxed confirmation letter within 72 hours.

Please make sure your reservation request reaches the Resort by the date listed above to apply for a room that is held by the Group Block. After the date listed above, or should the Group Block be filled, rooms will be reserved based on availability. Group rates cannot be guaranteed. Reservations cancelled by 6:00 p.m., 3 days prior to arrival, will receive a full refund.

Check-In Time is after 4:00 p.m. Check-Out time is 11:00 a.m.

PLEASE, ONE (1) ROOM RESERVATION PER GROUP RESERVATION REQUEST FORM.

American College of Medical Practice Executive (ACMPE) Exam Registration Form
2003 Michigan MGMA Annual Spring Conference (acmmi3) • March 19, 2003 • Mt. Pleasant, Michigan

— Please make copies of this form if more than one person registers —

National MGMA Number _____

Full Name _____

Title _____

Organization _____

Address _____

City/State/ZIP _____

Work Phone _____ Fax _____

Email _____

Method of Payment (payment must accompany registration)

Check (made payable to MGMA)


Charge my credit card: Visa MasterCard AmEx

Card Number _____

Expiration Date _____

Print Cardholder's Name _____

Authorized Signature _____

 **A Special Note to the Disabled:** Please contact ACMPE toll-free, 877-275-6462, ext 294, prior to your arrival if you have a special need and require accommodations to participate in the examinations.

Registration Fees

Objective Exam (\$85) \$ _____

Essay Exam (\$85) \$ _____

TOTAL DUE WITH REGISTRATION \$ _____

Mail the program registration form(s) with your check made payable to MGMA to the following lockbox address:

Medical Group Management Association
PO Box 17603
Denver, CO 80217-0603
Telephone: 877-275-6462, ext 888
Fax: 303-643-4439

