

Thursday, March 27

(5.75 continuing education contact hours)

8:00 am - 3:30 pm GC
ASPMA Administrative Review Course

Tina DelBuono, PMAC
 This five hour course is designed for ASPMA members who are "front office or administrative assistants" and have studied the reference materials listed in the ASPMA Journal and the website, www.aspma.org for the P.M.A.C. (Admin) exam. The seven categories covered in the exam are: General Knowledge of Podiatry, Terminology, Administrative Responsibilities, Coding, Medical Jurisprudence, Insurance Regulations, Office Policies and Procedures. A thorough and more extensive review of the seven exam categories will be offered, along with a "mock" exam. A positive learning atmosphere is provided with one-on-one, as well as group, interaction. **No on-site registration will be available for either of the review courses.**

8:00 am - 6:30 pm WT
ASPMA Clinical Review Course

Joan Gordon, PMAC
 This eight hour course is designed for the podiatric medical assistant who has completed at least 3 months of preparation with the exam self study manual, The Comprehensive Guide to Podiatric Medical Assisting. A thorough and more extensive review of the seven exam categories will be offered, along with a written "mock" exam. A positive learning atmosphere is provided with one-on-one, as well as group, interaction. Limited hands-on learning is offered in anatomy, biomechanics and instrumentation. **No on-site registration will be available for either of the review courses.**

ASPMA Clinical and Administrative Certification Exams will take place Friday, March 28 at 8:00 am.

Friday, March 28

(5.75 continuing education contact hours)

ASSISTANTS PROGRAM TRACK I

12:00 - 4:00 pm GC-F
APMA Coding Seminar

See page 7

4:00 - 4:30 pm Exhibit Break
Sponsored by Stiefel Laboratories

4:30 - 6:30 pm GC-F
PICA Risk Management: Bunionectomy Complications: A "Bump" in the Road

See page 7

Thursday's program integrates the Assistants into the Doctors program.

8:00 - 9:00 am Col KL
Seizing the Moment

Loring Stead, DPM
 • Navigating the work/life balance

9:00 - 10:00 am
Breakfast with Exhibitors
Sponsored by PICA Group

8:00 am - 12:00 pm GS5
ASPMA Clinical Exam

Joan Gordon, PMAC

8:00 am - 12:00 pm P
ASPMA Administrative Exam

Tina DelBuono, PMAC

10:00 - 10:30 am Col KL
Welcome & Introduction

10:30 - 11:45 am Col KL
Medicare (WPS)

J. David Bozarth
 • To further the knowledge of Medicare B for the Podiatric community, and their agents (billers, office managers).
 • To educate on all important updates to the Medicare program so as to heighten the participants' understanding of Medicare rules and regulations.
 • To provide the participants with various tools to prompt a reduction in claims filing errors, thus increasing the percentage of claims paid by Medicare.

11:45 am - 1:30 pm CB
Assistants Memorial Luncheon



PADnet+

Detecting vascular disease earlier through integrated products, software, and services.

BioMedix
 VASCULAR SOLUTIONS

Toll free (877) 854-0012 biomedix.com

ROOM KEY

CB.....Crystal Ballroom B	GS5.....Grand Suite 5
Col ABColumbus Hall AB	S260Skyway 260
Col CDColumbus Hall CD	S269Skyway 269
Col EFColumbus Hall EF	S272Skyway 272
Col GH....Columbus Hall GH	S279Skyway 279
Col IJ.....Columbus Hall IJ	S280Skyway 280
Col I-LColumbus Hall I-L	S281Skyway 281
Col KLColumbus Hall KL	S282Skyway 282
ComComiskey	S283Skyway 283
GC.....Gold Coast	S284Skyway 284
GAB.....Grand AB	S285Skyway 285
GCD.....Grand CD	PPicasso
GC-FGrand C-F	PB.....Plaza Ballroom
GEFGrand EF	WT.....Water Tower

ASSISTANTS PROGRAM TRACK I **CoI KL**

1:30 - 2:30 pm
OSHA

Robert Leonard

- Rules & Regulations for medical offices
- Blood borne pathogens

2:30 - 3:30 pm
Diabetic Wounds

Matt Garoufalos, DPM

- Review the epidemiology, pathophysiology, economic impact, and clinical presentation of lower extremity wounds, in particular diabetic foot ulcers.
- Identify risk factors for the development of diabetic foot wounds.
- Describe wound healing, the role of growth factors and genetic engineering in wound healing.
- Describe the appropriate coding sequences in the treatment of wounds.
- Rules & Regulations for medical offices
- Blood borne pathogens

3:30 - 4:00 pm
Exhibit Break

Sponsored by BioMedix, Inc.

4:00 - 4:45 pm
Educating the Diabetic Patient

Ron Sage, DPM

- Attendees will learn major risk factors that can lead to ulcers, infection or amputation in the diabetic foot.
- Attendees will learn information that needs to be given to diabetic patients to lower their risk of serious foot complications.
- Attendees will learn appropriate steps to triage patients who contact the office with diabetes related foot problems.

4:45 - 5:30 pm
Forefoot Surgery

Frank LaVora, DPM

- To be able to help the podiatric medical assistants better understand post operative problems and help prepare for them before they become a true problem
- To better understand why a post operative problem has formed
- To teach the podiatry assistant some pearls in surgery

ASSISTANTS PROGRAM TRACK II **CoI EF**

1:30 - 2:15 pm
Anatomy Lecture

Loring Stead, DPM

- Increase your understanding of the anatomy of the foot via a fantastic voyage into the body from the inside out.

2:15 - 3:00 pm
Pumped Up for Podiatry

James Cliff Gilley, DPM

- Enhance knowledge to assist in pre-surgical and post-surgical patient care through increased understanding of podiatric surgical procedures.
- Gain awareness of ways to better assist the podiatrist in common in-office surgical procedures.
- Infuse excitement and energy regarding the privilege and honor of a career as a podiatric assistant.

3:00 - 3:30 pm
Working Smart Using Technology

Jesus Vazquez, PMAC

- Embracing technology to help work better without re-inventing the wheel.
- Effective tools necessary in the office of today.
- Setting purpose driven technology is essential to establishing effective systems.
- Technology can be scary, but the benefits of learning and applying technology can help enhance patient care.

3:30 - 4:00 pm
Exhibit Break

Sponsored by BioMedix, Inc.

4:00 - 4:45 pm
Dermatology

Gary Dockery, DPM

- To Review Common Skin Conditions Affecting Both Adults & Children
- To Gain a Better Understanding of Current Treatment Options for Lower Extremity Skin Conditions

4:45 - 5:30 pm
Foot and Leg Trauma

Helena Reid, DPM

- To be able to identify traumatic conditions which occur in the foot and leg
- To be able to properly triage these traumatic conditions
- To understand the proper management of these traumatic conditions

ASSISTANTS PROGRAM TRACK III **CoI CD**

1:30 - 2:15 pm
Balancing Professional Life with Personal Life

Marlene Reid, DPM

- To establish organizational skills for work and home life
- To stimulate creative ideas to make time for work, family and volunteerism for busy lives

2:15 - 3:30 pm
Office Managers Roundtable

Karen Keathley, PMAC; Anne Thompson, PMAC; Susan Weeks, PMAC; Tina DelBuono, PMAC

- To bring up everyday situations that office manager encounter with running a podiatric medical office. Topics will cover subjects from handling patients, to interactions with staff and doctors.
- Encouraging interaction between managers that attend the session so we may learn from each other different ways of handling situations that we encounter as an office manager.
- Learn how to run the podiatry office more efficiently.

3:30 - 4:00 pm
Exhibit Break

Sponsored by BioMedix, Inc.

4:00 - 5:30 pm
Interactive Session for Office Managers - Practical Solutions to Everyday HR Problems

Karen Keathley, PMAC; Anne Thompson, PMAC; Susan Weeks, PMAC; Tina DelBuono, PMAC

- This session will cover the ins and outs of human resources and how we need to handle them appropriately in our offices to maintain the standards of the state in which we practice. The how to's and where to go to find them so we do not subject our offices to improper practices when it comes to HR situations.

SAVE THE DATES!

2009

Midwest Podiatry Conference

April 2-5, 2009

Friday, March 28
(5.75 continuing education contact hours)

Saturday, March 29
(5.75 continuing education contact hours)

WORKSHOPS

7:30 - 11:30 am Com
Healthcare Provider CPR
Acute Care Education Systems, Inc.
 Designed to teach the skills of CPR for victims of all ages (including ventilation with barrier device, a bagmask device, and oxygen), use of an automated external defibrillator (AED) and relief of foreign body airway obstruction (choking). It is intended for participants who provide health care to patients in a wide variety of settings, including in-hospital and out-of-hospital settings. Generous time allotment for required hands-on practice. Receive your certification card at the end of the program.

10:00 am - 12:00pm Col AB
DVT/PVD - Koven Doppler Workshop
Sponsored by Koven Technology, Inc.
John Hollander, DPM

- Inform the assistants as to what DVTs and PVDs are
- How to recognize signs and symptoms that patient will have
- Physical examination techniques and clinical testing
- Hands on examination and testing using Koven digital dopplers.

1:30 - 3:30 pm Com
Healthcare Provider CPR Renewal
Acute Care Education Systems, Inc.
 Is it time to renew your CPR certification? If so, this is the course to take. A brief review of CPR, AED, foreign body airway obstruction will be covered. Generous time allotment is given for required hands-on skills.

1:30 - 4:30 pm
Anatomy Cadaver Workshop
Kirk Contento, DPM; Joaquin Diaz, DPM; David Gavin, DPM; Frank LaVora, DPM; John Hollander DPM

- Educate and demonstrate podiatric anatomy and dissection.
- Explain anatomical landmarks of the foot
- Explain the different planes of dissection from the level of the skin to the level to the bones
- Hands on dissection of common foot and ankle surgical procedures such as bunionectomies and hammer toe correction
- The participants perform the procedures under physician supervision
- To better understand surgical corrections.

2:00 - 3:30 pm S272
PowerPoint Workshop
Ginger Downs, RCE, CAE, IOM
 See page 11

8:00 - 9:00 am
ASPMA Business Meeting
 Open to ASPMA's general membership.

9:00 - 10:00 am
Breakfast with Exhibitors
Sponsored by National Medical Foundation for Asset Protection and Tornier

ASSISTANTS PROGRAM TRACK I Col KL

10:00 - 11:00 am
Diabetic Neuropathy
Sponsored by Advanced BioHealing (Dermagraft)
David Yeager, DPM

- Understand the etiologies of diabetic neuropathy.
- Understand some of the conservative treatments for diabetic neuropathy.
- Understand some of the surgical treatments of diabetic neuropathy.

11:00 - 11:45 am
Athlete's Feet
Gary Dockery, DPM

- To Review the Most Common Types of Fungal Skin Infections
- To Better Understand the Conditions That Are Frequently Misdiagnosed as Tinea Pedis

11:45 am - 1:00 pm
Lunch Break in Exhibit Hall

1:00 - 1:45 pm
Subtalar Implants for the Treatment of Flexible Flat Feet
Joaquin Diaz, DPM

- Causes of a flexible flat foot
- Anatomy of a flat foot
- How the subtalar implant works

1:45 - 2:30 pm
What Went Wrong? - Radiography Trouble Shooting
Nancy Diaz, PMAC

- Attendees will have a basic review of technique, positioning, physics and processor maintenance.
- We will also discuss scenarios related to trouble shooting in Radiography and processor problems.

2:30 - 3:00 pm
Burn Management in the Podiatric Patient
Sponsored by Dermagenics, Inc.
David Gavin, DPM

- A discussion on burn physiology and the standard classification system of burns.
- Discussion of potential complications in the burn victim, fluid management and treatment options.
- Case study to include detailed clinical photographs of a patient in chronology of differing phases of wound healing in the burn patient

3:00 - 3:30 pm
Exhibit Hall Break
Sponsored by Crocs, Inc.

3:30 - 4:30 pm
Biomechanical Evaluation of the Pediatric Patient
Joaquin Diaz, DPM

- How to do a history and physical evaluation of a pediatric patient
- Milestones of a child
- Physical evaluation of the pediatric foot

4:30 - 5:30 pm
Savoring the Moment
Loring Stead, DPM

- Part two of Seizing the Moment lecture on Friday
- Learn to balance life's priorities

ROOM KEY

CB.....Crystal Ballroom B	GS5.....Grand Suite 5
Col AB ...Columbus Hall AB	S260.....Skyway 260
Col CD ...Columbus Hall CD	S269.....Skyway 269
Col EF ...Columbus Hall EF	S272.....Skyway 272
Col GH...Columbus Hall GH	S279.....Skyway 279
Col IJ.....Columbus Hall IJ	S280.....Skyway 280
Col I-L ...Columbus Hall I-L	S281.....Skyway 281
Col KL ...Columbus Hall KL	S282.....Skyway 282
ComComiskey	S283.....Skyway 283
GC.....Gold Coast	S284.....Skyway 284
GAB.....Grand AB	S285.....Skyway 285
GCD.....Grand CD	P.....Picasso
GC-FGrand C-F	PB.....Plaza Ballroom
GEF.....Grand EF	WT.....Water Tower

SAVE THESE DATES!

The Midwest Podiatry Conference at the Hyatt Regency Chicago

**March 27-30, 2008
 April 2-5, 2009**

ASSISTANTS PROGRAM TRACK II Col EF

10:00 – 11:00 am Taking Your Career a Step Further

Susan Weeks, PMAC

- This lecture encourages podiatric medical assistants to take their careers to the next level by discussing their role in their practice. It also will discuss the different certification processes available to make them more valuable to their physician employers and excel in patient care.

11:00 – 11:45 am Forms

Janet Grace, PMAC

- Attending this session will enable you to shorten some tasks and make others easier to complete.
- The samples given will allow you to select what you need to make forms of your own.

11:45 am – 1:00 pm Lunch Break in Exhibit Hall

1:00 – 1:45 pm It's Your Office Too!

Jondelle Jenkins, DPM

- Be able to identify the problem patient and how to deal with he/she effectively.
- Be able to identify areas where you can assist the podiatric professional in an effort to run the office more efficiently.
- Learn practice management skills in an effort to become more valuable to the practice.
- Be able to identify those patients that require extra attention and how to rate the literacy of a patient

1:45 – 2:30 pm Who's on First?

Tina DelBuono, PMAC

- This lecture will discuss priorities in the office. Whose needs need to be met first and how we go about achieving them.
- When we do not see the bigger picture in the office then things can get derailed
- What happens when we start thinking about me instead of them and why we do what we do?
- How we can achieve the right knowledge and attitude to know "Who is on first?"

2:30 – 3:00 pm Web Pages

Jesus Vazquez, PMAC

- Having a website has become as essential as having a business card. A website becomes a tool available at all times to help present your practice to the world.
- Understanding how a website works
- Learn the specific set of requirements needed to establish a website.
- Understanding the great impact that a website can have for your practice.

3:00 – 3:30 pm Exhibit Hall Break *Sponsored by Crocs, Inc.*

3:30 – 4:30 pm Say It with a Smile – Telephone Etiquette

Nancy Diaz, PMAC

- Attendees will learn the importance of the smile "and the role it plays in your practice even when handling the most difficult patient."
- This will encompass all forms of etiquette when making and receiving phone calls, including today's age of modern technology.

ASSISTANTS PROGRAM TRACK III Col CD

10:00 – 11:00 am Blue News You Can use

LaVella Friley

- Understand and apply procedures and guidelines available to participating providers of Blue Cross Blue Shield of Illinois

11:00 - 11:45 am Massage Therapy

Brooke May

- The benefit of massage therapy in every day life and in podiatry.
- Expanding the knowledge of the power of touch therapy will increase the positive morale and healing in patients and in yourself.

11:45 am – 1:00 pm Lunch Break in Exhibit Hall

1:00 - 2:15 pm Handwriting Analysis

Dale Roberts

- To give participants a better understanding of how their handwriting is an indicator of personality traits, strengths and weaknesses, vocational aptitudes.
- To learn how to interpret the handwriting of others, including danger signs that would indicate potential dishonesty or violent tendencies.
- To learn how one can impact their own personality by consciously altering their handwriting.

2:15 - 3:00 pm Employee Relations

Jane Graebner, DPM

- How to Develop the Team Concept in Your Office
- How to Write a Meaningful Employee Team Manual
- How to Conduct Action-Oriented Staff Meetings

3:00 – 3:30 pm Exhibit Hall Break *Sponsored by Crocs, Inc.*

3:30 - 4:30 pm Identity Theft

Officer Cynthia Nieckula

- Inform the audience of the various ways thieves steal one's identity
- What to look for so as not to become a victim of identity theft

WORKSHOPS

8:30 am - 5:30 pm Col AB ABC Shoe Fitter Program *Sponsored by Aetrex Worldwide, Inc.*

- Learn about Diabetic Foot Problems
- Understand and learn how to measure and fit shoes for Diabetic patients

3:30 - 5:30 pm Col G Sterile Techniques Workshop *Supplies Sponsored by Alimed and Universal Footcare Products*

David Gavin, DPM

- Be able to identify a sterile field
- Constructing sterile packs and their execution
- Understand concepts of a surgical hand scrub and put on a sterile gown and gloves.
- Instrumentation
- Includes hands-on participation

