

SAM 2021 FRONT OFFICE/BACK OFFICE ASSISTANT PROGRAM SCHEDULE

Saturday, January 16, 2021

7:30 AM – 8:00 AM	American Disabilities Act – Are You Compliant? <i>Mark Lambert, DPM</i>
8:00 AM – 8:45 AM	Health Insurance in Today’s Practice <i>Becky Ayers</i>
8:45 AM – 9:45 AM	OSHA / Hazardous Materials / Biohazardous Waste <i>John Goggin, DPM</i>
9:45 AM – 10:15 AM	Break in Exhibit Hall
10:15 AM – 11:15 AM	HIPPA / Hightec / ARRA <i>John Goggin, DPM</i>
11:15 AM – 12:00 PM	Tips, Tricks, and Pearls for Assistants <i>Mark Lambert, DPM</i>
12:00 PM – 1:00 PM	Lunch
1:00 PM – 1:30 PM	Let Patients Hear the Smile in Your Voice <i>Dana Kline</i>
1:30 PM – 2:00 PM	Your Staff: The Most Important Asset You Have <i>Stephanie Guiliana</i>
2:00 PM – 2:30 PM	Do Better, Be Better <i>Val Haddon</i>
2:30 PM – 3:00 PM	Risk Management for the Front and Back Office Staff <i>Dennis Frisch, DPM</i>
3:00 PM – 3:30 PM	Break
3:30 PM – 3:45 PM	Protocols for Scheduling <i>Larissa Schmidt, DPM</i>
3:45 PM – 4:15 PM	Practicing in a Pandemic: Real World Guide to Logistics and Care <i>Larissa Schmidt, DPM</i>