

# Michigan Occupational Therapy Association



MESSAGE FROM THE CO-LEADERS OF THE EXECUTIVE COMMITTEE, BY KIRSTEN MATTHEWS

## Summer Message from the Co-Leader of the Executive Committee

Hello & I hope you are all having a great summer! I am happy to say I am back from maternity leave having given birth March 22nd to a sweet little girl whom we named Morgan. Although I was doing a little here and there on maternity leave, I am back in full-force, with the exception of a few things I am still catching up on.



Photo copyright Daniele Carol Photography

I am still co-serving as Leader with Denise Justice, who along with the rest of the Executive Committee and Association Assembly was working hard these past few months. A few note-worthy things going on these past 3 months include:

1. **Blue Cross Blue Shield Blue Care Network of Michigan - Occupational Therapy Precertification Program:** June 30<sup>th</sup> several members of the MiOTA board, Nancy

Krolikowski, Jennifer Friesema, Denise Justice and myself, met with our BCBS Liaison and other members of the BCBS board and EviCore Healthcare regarding a precertification program that BCBS is rolling out January 1<sup>st</sup> of 2017. We have devoted a full section to this implementation program in the newsletter with important "what you need to know" information and we will continue to keep you updated on our website as things progress as we are working closely with BCBS of Michigan to ensure a good transition for our members.

2. **Election time!** Enclosed in the summer newsletter is an election ballot; please complete your ballot and return it no later than September 1<sup>st</sup>, 2016. Technically, only the Membership Director and Member-at-Large Positions would be up for re-election this year, however, since we have a vacated office for Finance and Advocacy, we

## IN THIS ISSUE

are including them on the ballot this year.

3. **Know someone who is making a difference for Occupational Therapy in Michigan? Nominate them for an award!** MiOTA is looking for your help to recognize outstanding clinicians or clinicians making a difference for Occupational Therapy and its consumers in Michigan. There is also an award for departmental membership. If you know of a member of MiOTA that deserves recognition, please submit an award nomination. The template is included in the newsletter for your convenience.
4. **Volunteers needed** – We are always looking for volunteers. If you want to assist, we have roles that are big and small, short-term and long-term and of course, something in between. We are also looking for individuals interested in presenting during our monthly webinars. Webinars

are 45 minutes in length with 15 minutes for question and answer and can be done from the comfort of your own home. Sign up for this and other volunteer

opportunities by emailing [office@miota.org](mailto:office@miota.org) today!

5. **By-laws Change** – The By-laws Committee has been meeting and reviewing an upcoming change to our bylaws to be voted on during our annual fall membership meeting. One of the changes being looked at is changing our structure/officers to a President/Vice President/Treasurer/Secretary structure.

6. **Mission & Vision** – Although we have been trying to recruit volunteers for our Mission and Vision Update Campaign, we have not had any luck, so we are moving forward with the task via survey monkey and activities at fall conference. Be on the lookout for a survey in the next couple of weeks that will be asking for feedback on what you feel MiOTA's roles and missions should be to best represent MiOTA.

7. **Fall Conference** – This year's fall conference will be October 5-8 in Grand Rapids, Michigan. We are very excited that we are able to pair this year's conference with Art Prize and are even offering an Art Prize event for conference participants! Denise Justice has been working EXTREMELY hard on organizing and planning

this year. Be sure to sign up today – oh and if you know any vendors/exhibitors who you think would be interested in joining us, let us know!

8. **CCBHC** – We continue to work hard to get a voice with CCBHC in Michigan. We currently have a senator, Tom Casperson, working to get us a voice with the planning committee. We chose this route as numerous emails and calls from several of us on MiOTA's CCBHS committee to the head of the State of Michigan planning committee did not even receive so much as a return response. In addition, we asked you as members to contact your legislators to advocate for our voice. If you haven't done so, please still consider doing so! We need them to HEAR us!

9. **Good-bye to Denise Hoffman, Advocacy Director** – We have been so very fortunate to have the talents of Denise Hoffman as our Advocacy Director for the past several years. Her contributions to MiOTA have been so very significant, that she will be leaving big shoes to fill. Although we are happy she has found a teaching job and finished her doctorate, we are very sad that she is moving out of state and will no longer be able to serve as our Advocacy director. Thank you, Denise, for your amazing contributions. You

have set the bar high and done so much in just a few short years. You will be sincerely missed. ☺

In summary, I hope you will continue to read on in the newsletter for more from our director's reports, conference happenings, and don't forget to submit your ballots and nominate colleagues for awards. Keep your voices strong and never stop advocating.

Sincerely,

Kirsten Matthews, MA, OTRL, CLT  
Co-Leader of the Executive Committee  
Michigan Occupational Therapy Association

### BCBS of Michigan Precertification Implementation Notification

January 1<sup>st</sup>, 2017, BCBS will be requiring precertification's for occupational therapy.

Here's what we know about the precertification program:

1. Individuals with certain plans will require a pre-certification through BCBS's precertification intermediary, EviCore Healthcare, to authorize visits for treatment beginning January 1<sup>st</sup> of 2017.
2. Occupational Therapy and Physical Therapy are disciplines included in requiring pre-authorizations; Speech Therapy is not included at this time for BCBS of Michigan.

3. EviCore is headquartered in Bluffton, SC with 7 additional offices across the country. They have 100 Million members managed nationwide and process 12 Million claims annually.
  - a. OT and PT are covered under their Musculoskeletal Solutions Group, which also looks at pre-certifications for spine surgery, large joint surgery, interventional pain. OT and PT are part of the subgroup within the Musculoskeletal Solutions Group called Specialized Therapy Management, which also includes speech therapy, chiropractic care, acupuncture and massage.
  - b. EviCore currently has 41 musculoskeletal Physicians on staff, 66 musculoskeletal-trained nurses on staff and 34 musculoskeletal therapists (including PT/OT/ST/MT/CHIRO/ACU) on staff.
  - c. The Musculoskeletal Solutions group has 8 years of experience and processes 4,300 cases per day on average.
4. BCBS made a decision to use EviCore due to their plan administrators (i.e. Employers) requesting BCBS find a way to help keep costs for member premiums down.
5. EviCore uses Evidence-Based Guidelines aligned with national societies and Medicare to determine pre-approvals. The guidelines are based on clinical presentation, no treatment interventions. They post updates on clinical guidelines yearly. There are approximately 90 guidelines that are PT and OT specific that they are using.
6. To find a list of CPT codes that require precertification through EviCore and review medical policies, you can visit:
 

<https://www.carecorenation.com/page/bcbsm-implementation.aspx>

  - a. There are clinical information worksheets here for common conditions including: musculoskeletal, hand, neurologic, pediatric/developmental, vestibular, pelvic pain/incontinence and home health.
  - b. The worksheets allow therapists to capture clinical information necessary for prior authorization; this allows either the clinical or other support staff to enter information online or call EviCore for the preauthorization.
7. Not every BCBS of Michigan plan will require this; some common ones affected will include PPO, PPO Commercial and Medicare PPO.
8. Typical authorizations will be given for 30 days but there are circumstances in which 90 day authorizations may be given, such as pediatrics.
9. We will likely plan a few webinars in the upcoming months to discuss this with members and to gain additional member feedback. Please join us for a webinar or check the MiOTA website for updates! Thank you! Kirsten
- c. Prior auths are available 24/7 online at [www.evicore.com](http://www.evicore.com) and are the quickest way to create prior authorizations; they STRONGLY encourage providers to use this portal whenever possible.

## MOTEC MEMO

By: Sara Clark, MOTEC Member and AFWC of Western Michigan University

Happy summer from MOTEC (The Michigan Occupational Therapy Education Consortium)! Our consortium is a collaborative group of all the OT and OTA academic fieldwork coordinators in the state of Michigan. Many new faces are joining MOTEC in the

upcoming 2016-2017 academic year!

**Kristin Willey** will share fieldwork coordination with Breanna Chycinski at Grand Valley State University. Kristin has a Bachelor of Science in Occupational Therapy degree from Western Michigan University and a Master of Health Science (MHS) in Occupational Therapy degree from the University of Indianapolis. The majority of her career has been serving the birth to three-year old population through Grand Rapids Public Schools, as well as providing weekend therapy services to Mary Free Bed Rehabilitation Hospital's inpatient rehabilitation program.



**Kim Banfill** is joining the fieldwork coordination team at Wayne State University.

**Nicole Kalich** will be the new academic fieldwork coordinator at Baker College – Allen Park. More information on Kim and Nicole's occupational therapy career paths will be featured in the fall MOTEC memo.

The **2016 MOTEC Fieldwork Educator Day program**, titled ***Building Intentional Learning Experiences***, will continue in the fall of 2016. The free one-day program will be offered two

more times in 2016, at two different locations:

September 23<sup>rd</sup>, 2016 = Baker College of Flint

November 11<sup>th</sup>, 2016 = Macomb Community College

The 2016 program agenda includes a panel of recent graduates sharing their fieldwork experiences, an overview of the new AOTA *Code of Ethics* (2015), and active work groups to develop intentional learning resources for fieldwork education. You can find the registration form for the program on the MOTEC page of the MiOTA website: <http://www.miota.org/motec.php>.

William Beaumont Hospital in Royal Oak, Michigan is hosting the ***AOTA Fieldwork Educator Certificate Program*** on November 19<sup>th</sup> and 20<sup>th</sup>, 2016 (Saturday and Sunday). Sara Clark is teaching the two-day course. You can register for the course by contacting Sara at: [sara.clark@wmich.edu](mailto:sara.clark@wmich.edu).

Thank you, fieldwork educators for your service hours!

## Finance Director Report

### June Financial Report

The MiOTA Balances ending 6.30.16 are:

MiOTA Checking: \$7,233.74  
MiOTA Savings: \$2,505.93  
MiOTA Scholarship CD: \$24,050.36

## MiOTA Student Members!

Your professional organization wants to recognize your graduation! Please send an email to Cathleen Johnson – [Cathleen@therapiststrainingtherapists.com](mailto:Cathleen@therapiststrainingtherapists.com) with your anticipated graduation date!

## Educators!

MiOTA wants to recognize the accomplishment of our Michigan OT students. We will do this in a variety of ways – email congratulation statement and attendance at graduation ceremonies. In June, Sara Clark and Cathleen Johnson attended WMU's graduation ceremony. We provided a brief statement of congratulations at the event and welcomed the graduates into the profession while also encouraging sustained or new membership.

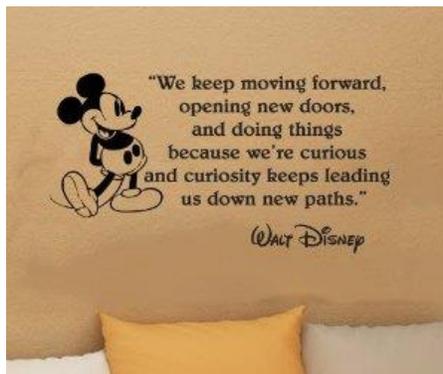


Ask a MiOTA Membership committee to join your team meeting...

"I want to thank MiOTA for extending the invitation to come and speak to our staff about the General Rules. To help us celebrate OT Month, we accepted their offer and Cathleen Johnson came out and did a wonderful presentation. It was very informative and sparked some

great questions from our staff! She also presented the advantages and benefits to its members and all the hard work MiOTA does to keep our profession protected. I highly recommend your clinic take them up on their offer!" - Daun Pascaretti, OTRL, MiOTA member, PT/OT Supervisor Beaumont Hospital

## Advocacy Report by Denise Hoffman, OTD, OTRL



***It is with great sadness I am sharing my resignation from the position as Executive Advocacy Director.*** I have been lead to take a new path in life and many doors have been opened. I will be moving to Indiana and working as an Assistant Professor in the Occupational Therapy Doctorate Program at Huntington University.

***I cannot express enough gratitude*** to the many clinicians and students for their friendships, advocacy support, and professional experience shared over the years. Through the collaborative efforts of many throughout Michigan over the past 3 years, *licensure has been protected, Applied Behavioral Analysis bills have been rectified, and countless legislators have a better understanding of occupational therapy.* However, efforts are far from over, therefore, I encourage each of you to advocate for what YOU believe in and share your time, your voice, and your passion. I encourage you all to be curious, ask questions, seek answers,

share ideas, and keep moving forward!

***I will leave you with this one last thought...*** There is a popular motivational video explaining the difference in water at 211 degrees vs. 212 degrees... at 212 degrees it boils and the difference ONE degree makes when it boils... energy is created and one can go from cooking with warm water to fueling a steam engine! So I share the question: What IF we did one degree more of service in our lives? What difference would you make...with your family, coworkers, a complete stranger... one degree more of effort every day... 52 acts per year... I encourage you to all not to just think about that degree of difference but BE that degree of difference!!! If we all recruited one extra member this year... think of the possibilities, we could accomplish together. Where do you stand and what do you believe...advocate to the degree to make change happen!

<https://youtu.be/uRDNLTMaZqo>

***Current Advocacy Topics in Michigan needing more support and attention: Telehealth***

- *Autism coverage*
- *Lobby Day*
- *Mental Health*
- *Michigan Mentors Program*
- *Open board positions*

Reach out to [office@miota.org](mailto:office@miota.org) to volunteer today!

Sincerely,

Denise Hoffman, OTD, OTRL



Upcoming FREE Continuing Education Opportunities for Members:

1. August 17, 2016 (7:00 pm); Jennifer Friesma; Telehealth and Occupational Therapy
2. September 14, 2016 (6:30 pm); Claudette Stork Reid; Making PowerPoint Presentations Accessible and Effective
3. October 21, 2016; (6:00 pm) Casey Bross; Human Trafficking
4. November 16 2016; (6:30 p.m.) Cathleen Johnson; Spaced Retrieval Technique
5. December 14, 2016 (6:30 pm); Steven Eberth; Evidence-Based Safe Patient Handling for the Adult and Older Adult
6. January 12, 2017; Gwen Wild; Sensory and Behavior: A Comprehensive Approach to Difficult Behaviors
7. February 2017; Karen Koch; Home Modifications
8. March 2017; Bernadette Kosir; LSVT

Register on line @ [www.miota.org](http://www.miota.org)

Dear Occupational Therapy Students,

The MiOTA Conference Committee is offering an opportunity to nine students to serve as "Student Ambassadors" for this year's Annual Fall Conference, **October 6 – 7<sup>th</sup> 2016**. The conference will be held at the Grand Traverse Resort in Acme, Michigan.

If selected, you **must** be available on WEDNESDAY evening October 5<sup>th</sup> at 5:30 PM for a short orientation meeting. **You must also be available throughout the entire two days of conference.**

The orientation meeting will be held at the Double Tree Hotel in Grand Rapids.

**Your primary responsibility as a student ambassador will be:**

- Be available on **Wednesday, October 5<sup>th</sup> at 5:30 PM** for orientation
- To convene specific assigned sessions (a job description will be given out at the meeting)
- Collect the "Speaker Evaluation" at the end of these sessions
- Other duties may be assigned based on other conference activities

**Why should you apply to be a Student Ambassador?**

- Conference registration fee is

waived for Student Ambassadors

- Continental breakfast and lunch are provided both days of conference.
- Network with occupational therapist and students from across Michigan

You **MUST** be a member in good standing of MiOTA at the time you submit your application. **Other expenses, such as hotel costs, mileage, and/or dinners will be at your own expense.**

Please go to the MiOTA website: [www.mi-ota.com](http://www.mi-ota.com), to review the conference schedule.

If you are interested in applying for this exciting opportunity, please complete the "Student Ambassador Application" and **submit it along with a letter of recommendation from the Program Director or another faculty member in your program** to:

MiOTA  
124 W. Allegan, Suite 1900,  
Lansing, MI 48933  
Fax (517) 484-4442  
Email: [office@miota.org](mailto:office@miota.org)

**COMPLETED  
APPLICATION  
DEADLINE:  
SEPTEMBER 1, 2016**

MiOTA Fall Conference 2016

# MIOTA WANTS YOU!



**Do you have in-depth knowledge in an area that you would be willing to share with other occupational therapists or occupational therapy assistants?**

## MIOTA IS REACHING OUT TO YOU!

As a benefit of MiOTA membership we strive to hold monthly continuing education events. This is typically done through an online webinar. We are looking for presenters for 2017. Please contact MiOTA's continuing education coordinator, Tera Richards, at [tera.a.richards@gmail.com](mailto:tera.a.richards@gmail.com) for more details or to convey your interest in presenting.



We follow the guidelines of the  
Michigan Board of Physical Therapy.



APPROVED PROVIDER of  
CONTINUING EDUCATION

by The American Occupational  
Therapy Association, Inc.

We proudly present course #237:

Stroke Recovery Toolbox:  
Evidence Based Clinical Strategies and Assessments  
Instructor: **Stephen Page, Ph.D., M.S., FAHA. OT/L**



Rehabilitation Institute of Michigan  
Sat., September 24, 2017  
Detroit, MI

One of the longest-running and most-requested stroke courses in the field! Participants will develop a toolbox of evaluation tools and treatment strategies for people with stroke, from the days following stroke to the community setting. Learn easy, free ways to find the best evidence to support your treatments, 4 stroke-specific, validated evaluation tools to gauge patient progress and improve reimbursement, and effective treatment strategies. hierarchically organized so that knowledge and treatments discussed build on previously-presented information.

For information visit: [www.motivationsceu.com](http://www.motivationsceu.com)  
[admin@motivationsceu.com](mailto:admin@motivationsceu.com)

Be SURE to check out the MiOTA Membership Committee's Booth at the Annual Fall Conference. We will be featuring a photo booth this year and a special giveaway. We can't wait to see you!!



WANTED!

Exhibitors for the 2016 conference!

Do you use a product that you think other OT's should know about?

Please refer that company to MiOTA <http://www.mi-ota.com/> for further information.

MiOTA will contact them if you provide us their information at [miota.website@gmail.com](mailto:miota.website@gmail.com).

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**Michigan Occupational Therapy Association**  
The Voice of Occupational Therapy in Michigan

## MiOTA 2016 Annual Conference Registration Form

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Phone: (\_\_\_\_) \_\_\_\_\_ ( ) Home ( ) Work ( ) Cell  
 E-Mail: \_\_\_\_\_

Registration Fees							
	Early Registration Rate Before 9-8-16			Standard Registration Rate After 9-9-16			Sub Total
<b>5K EVENT</b> (Please complete 5K form separately)							
Single	\$35			\$35			
Team (4+)	\$30 each			\$30 each			
Disabled	\$25			\$25			
<b>ART PRIZE EVENT</b>							
OT, COTA, Student	\$20			\$40			
<b>CONFERENCE</b>	BOTH	Thurs	Fri	BOTH	Thurs	Fri	
<b>Members*</b>							
OT	\$240	\$195	\$170	\$260	\$215	\$190	
COTA	\$200	\$155	\$130	\$220	\$175	\$150	
Student	\$100	\$70	\$60	\$120	\$90	\$80	
<b>Non-Members / Non-Renewing</b>							
OT	\$290	\$245	\$220	\$310	\$265	\$240	
COTA	\$245	\$205	\$170	\$265	\$225	\$190	
Student	\$115	\$95	\$75	\$125	\$115	\$95	
<b>NEW/RENEWING MEMBERS*</b>							
OT	\$340	\$295	\$270	\$360	\$315	\$290	
COTA	\$285	\$240	\$215	\$305	\$260	\$235	
Student	\$130	\$100	\$90	\$150	\$120	\$110	
<i>*All speakers who are OTs, OTAs or OT students in Michigan must be MiOTA members</i>							
<b>GUEST RATES</b>	Before 9-8-16			After 9-9-16			
Art Fair	\$30			\$50			
Exhibit Hall	\$30			\$50			
Awards Breakfast	\$15			\$35			
5K Event	\$35			\$35			

I have a food allergy / restriction  
 Peanut  
 Gluten Free  
 Vegetarian  
 Dairy

My guest has a food allergy / restriction  
 Peanut  
 Gluten Free  
 Vegetarian  
 Dairy

**No refunds after  
September 26, 2016**

**HOTEL RESERVATIONS:**  
 The Doubletree Hotel -  
 Airport  
 4747 28<sup>th</sup> Street SE,  
 Grand Rapids, MI 49512  
 616-957-0100  
  
<http://www.experiencegr.com/miota/>

Book On-Line:  
<http://www.doubletreegrandrapids.com/>  
 Promo Code: **MOT**

I plan to attend feeding session (5) by Henton  
 Yes  No

Other sessions I plan to attend are:  
 \_\_\_\_\_

Registration Fee: \$ \_\_\_\_\_  
 Credit Card #: \_\_\_\_\_  
 Exp. Date: Month: \_\_\_\_\_ / Year: \_\_\_\_\_  
 CSC/CVV 3 digit code: \_\_\_\_\_  
 Signature authorizing transaction: \_\_\_\_\_

**Mail, fax or call:**

MiOTA 2013 Fall Conference  
 Attention: Holly Mauk  
 124 W. Allegan, Suite 1900  
 Lansing, MI 48933

Fax#: 517-484-4442,  
 Phone#: 517-267-3918  
 Scan and email to: [office@miota.org](mailto:office@miota.org)


**MiOTA Annual 5K Race**

Grand Rapids, October 5, 2016

# Registration Form

**Wednesday October 5, 2016 at 4 pm**

 Doubletree Hotel-Airport  
 4747 28<sup>th</sup> Street SE  
 Grand Rapids, MI 49512

## Personal Information

Full Name: \_\_\_\_\_  
 Last First M.I.

Address: \_\_\_\_\_  
 Street Address Apartment/Unit #

City State ZIP Code

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email \_\_\_\_\_

MiOTA Membership Number (if applicable) \_\_\_\_\_

**Respond by September 9<sup>th</sup> for a free T-shirt! (Select shirt size- Adult sizes only)**

Small
  Medium
  Large
  X-Large
  2XLarge

## Emergency Contact Information

Full Name: \_\_\_\_\_  
 Last First M.I.

Address: \_\_\_\_\_  
 Street Address Apartment/Unit #

City State ZIP Code

Primary Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

Relationship: \_\_\_\_\_

## Payment

MiOTA income is derived from membership and financial contributions which supports the mission of the organization. **Please use a separate form for solicitation of pledge monies which may be used for fund raising for MiOTA.** Contest for largest facility and school based teams.

**Individual Participant Fee: \$35 Team (4+ Participants) Fee: \$30 Disability Fee: \$20**

Check/Money Order (payable to MiOTA)
  VISA
  MasterCard  
 Amount: \$ \_\_\_\_\_ Team Name: \_\_\_\_\_  
 Card Number: \_\_\_\_\_  
 Card Expiration Date: \_\_\_\_\_  
 CVV (3 digit code on back of card): \_\_\_\_\_  
 Print name (as it appears on the card): \_\_\_\_\_  
 Cardholder Signature: \_\_\_\_\_

## Race Location

The race will take place at Cascade Park on the Spaulding / Burton Loop. You may use hotel shuttle for transportation to the event or meet at the Forest Hills Administrative Building, [6590 Cascade Rd. SE, Grand Rapids, MI 49546](#).

## Mail or Fax Registration Form to

Michigan Occupational Therapy Association (MiOTA)  
 124 W. Allegan, Suite 1900,  
 Lansing, MI 48933  
 Phone (517) 267-3918/ Fax (517) 484-4442/ [www.mi-ota.com](http://www.mi-ota.com)



## PLEDGE FORM

Wednesday, October 5, 2015 at 4 pm

Location of Run:  
 Cascade Park (Spaulding / Burton Loop)  
 Forest Hills Administrative Building  
 6590 Cascade Rd SE  
 Grand Rapids, MI 49546

Shuttle available from hotel  
 Double Tree Hilton  
 4747 28<sup>th</sup> Street NE  
 Grand Rapids, MI 49512

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Michigan Occupational Therapy Association (MiOTA) is a non-profit organization that supports the Occupational Therapists within the state of Michigan with respect to their ability to provide the highest level of service delivery to the consumers while protecting the professions area of practice within the state of Michigan. Given the changes in healthcare policy, MiOTA has many initiatives to tackle to ensure the strength of the organization. MiOTA relies on membership and financial contributions for income to support the mission of the organization.

**Checks or money orders may be made payable to "MiOTA". Please provide complete address for receipt purposes.**

FIRST NAME	LAST NAME	STREET ADDRESS	CITY	STATE	ZIP	PLEDGE AMOUNT	PAID Cash Check	RECEIPT NEEDED
TOTAL AMOUNT RAISED						\$		



Michigan Occupational Therapy Association

The Voice of Occupational Therapy in Michigan

**MiOTA Annual Conference**

Doubletree Hotel in Grand Rapids, MI

**October 6-7, 2016****Student Ambassador Registration Form**Name: [Click here to enter text.](#)School Attending: [Click here to enter text.](#)MiOTA Membership Number: [Click here to enter text.](#)Mailing Address: [Click here to enter text.](#)

(Street Address)

[Click here to enter text.](#)Phone: [Click here to enter text.](#)

(City)

(State)

(Zip)

Email: [\\_Click here to enter text.](#)**Student Ambassadors Requirements:**

1. Must be a member in good standing with MiOTA.
2. **Must be able to attend training meeting on Sunday October 5<sup>th</sup> at 5:30 PM.**
3. **Must be able to attend the ENTIRE conference (Thurs & Fri).**
4. Submit with application a letter or recommendation from the Program Director or other faculty member of your program.

**Perks for being a Student Ambassador:**

1. Continental Breakfast(s), Lunch(s) and Welcome Reception included.
2. **Admission to the conference sessions included.**
3. MiOTA Student Ambassadors will be provided a T-Shirt. Please indicate your size preference.

Small Medium Large X-Large XX-Large 

Please check the conference areas that are of interest to you. (Your interests will be considered in terms of scheduling you into the sessions you will be convening)

 Ethics/Pain/Documentation Psychosocial Geriatrics Technology Pediatrics Special Interests Education

Please submit a short essay (**50 words or less**) on why you would like to be a student ambassador. (Essay may be submitted as a separate attachment in a word document)

[Click here to enter text.](#)**Send completed application to:**

MiOTA

124 W. Allegan, Suite 1900,

Lansing, MI 48933

Fax (517) 484-4442 or

E-mail: [office@miota.org](mailto:office@miota.org)**Conference information available at [www.mi-ota.com](http://www.mi-ota.com)**

July 21, 2016

Dear Program Director/Academic Fieldwork Coordinator,

The MiOTA Conference Planning Committee is continuing the **"Student Ambassador Program"** which allows students to volunteer their time to the association through active participating at this year's "Annual Fall Conference." Based on the positive feedback we continue to receive from students who have participated, the committee is pleased to continue the "Student Ambassador" opportunity again this year.

This program is open to all currently enrolled OT/OTA students, whether in class or out on fieldwork. The student will need to complete the "Student Ambassador Application" and return it to MiOTA by **September 1, 2016**. Selection of "Student Ambassadors" will be through a blind review of all applications. **The student must be a member in good standing (member) of MiOTA at the time they submit their application.**

The students will be expected to be available for the entire conference beginning with a short meeting on **Wednesday October 5<sup>th</sup>**, at 5:30 PM at the Double Tree Hotel Grand Rapids, Michigan. Students **MUST** be available during all scheduled conference events on **October 6<sup>th</sup> and 7<sup>th</sup>**.

**The primary responsibility of a Student Ambassador is to:**

- Convene assigned sessions (specific job descriptions provided at a meeting on Friday)
- Collect the "Speaker Evaluation" at the end of these sessions
- Be available during conference for additional duties as needed by committee

The complete conference schedule is available at <https://www.mi-ota.com>. **Conference registration will be waived for selected ambassadors. However**, if the student chooses to stay at the hotel they student will need to cover that expense on their own. A special student rate at the hotel may be available. The hotel reservation information is as follows:

**Grand Traverse Resort**, 4747 28<sup>th</sup> St SE, Grand Rapids, MI 49512  
(616) 957-0100 or (855) 610-8733 **Promotional Code: MOT**  
Website: <http://www.experiencegr.com/miota/>

It is our hope that by offering the students this opportunity it will encourage them to maintain membership in their professional organization, as well as to foster a sense of the importance of professional volunteerism and development of leadership skills. The MiOTA Conference Planning Committee is committed to actively involving our future leaders (our students) in their professional organization. Please share this exciting opportunity with your students.

Sincerely,

2016 MiOTA Conference Committee



Michigan Occupational  
Therapy Association

The Voice of Occupational Therapy in Michigan

## MiOTA Advertising and Research Contract

Michigan Occupational Therapy Association  
124 W. Allegan, Suite 1900, Lansing MI 48933  
Voice mail (517) 267-3918 Fax (517) 484-4442

### NEWSLETTER

The **NEWSLETTER** is a quarterly publication. All composition must be camera-ready. *No bleed ads are accepted.* If more than one advertiser has requested special placement, space will be awarded on a first-come, first-serve basis. Each request is subject to review by MiOTA volunteer leadership prior to posting of the event.

Issue Date	Copy Deadline	Ad Size	Member Rate	Non-Member Rate
<input type="checkbox"/> Winter	February 1	<input type="checkbox"/> Full Page (7.5" x 10")	\$300.00	\$600.00
<input type="checkbox"/> Spring	May 1	<input type="checkbox"/> ½ Page (7.5" x 5")	\$200.00	\$400.00
<input type="checkbox"/> Summer	August 1	<input type="checkbox"/> ¼ Page (3.75" x 5")	\$125.00	\$250.00
<input type="checkbox"/> Fall	November 1	<input type="checkbox"/> 1 column inch (3.25")	\$25/inch in height	\$50/inch in height
		<input type="checkbox"/> 2 column inch (6.875")	\$50/inch in height	\$100/inch in height
		<input type="checkbox"/> Business card ad	\$40.00	\$80.00

### WEBSITE Advertising Options & Rates - [www.mi-ota.com](http://www.mi-ota.com)

#### Text Ad on Website (Job, Event, or Product Advertisement):

Prior to posting of events an Advertising Contract (below) must be completed and all copy and images to be posted attached. Each request is subject to review by MiOTA volunteer leadership prior to posting of the event. All information being posted must be relevant to the profession of occupational therapy. Please provide JPG version of logo and text in word format. One hot link is included. The ad will be posted within 2 business days upon receipt of payment.

	Member	Non-Member	Member	Non-Member
<input type="checkbox"/> Text Ad	<input type="checkbox"/> \$100/month	<input type="checkbox"/> \$175/month	<input type="checkbox"/> \$200/quarter	<input type="checkbox"/> \$350/quarter
<input type="checkbox"/> Design Fee	<input type="checkbox"/> \$75/hour for Members		<input type="checkbox"/> \$150/hour for Non-Members	
Start Date	<input type="checkbox"/> Immediately		<input type="checkbox"/> Other specific start date:    /    /	

#### Special instructions:

**BANNER AD on the WEBSITE:** High visibility graphic-style advertising on all pages of the website except for the home page. The banner ads must be a static image file, size 360 pixels wide and 250 pixels high. No videos or GIFs will be accepted. One hot link included. Ad will be posted within 2 business days upon receipt of payment.

	Member	Non-Member	Member	Non-Member
<input type="checkbox"/> Banner Ad	<input type="checkbox"/> \$150/month	<input type="checkbox"/> \$200/month	<input type="checkbox"/> \$375/quarter	<input type="checkbox"/> \$500/quarter
<input type="checkbox"/> Design Fee	<input type="checkbox"/> \$75/hour for Members		<input type="checkbox"/> \$150/hour for Non-Members	
Start Date	<input type="checkbox"/> Immediately		<input type="checkbox"/> Other specific start date:    /    /	

#### Special instructions:

## RESEARCH STUDY

A one month posting on the MiOTA website. Student(s) and preceptor must both be MiOTA members for the member rate to apply. An advertising contract (below) must be completed prior to the posting a research study online, completed and all copy and images to be posted attached. All research studies must be IRB approved and the approval number must be included on the request. All research posted must be relevant to the profession of occupational therapy and is subject to review by MiOTA volunteer leadership prior to acceptance. Research information may be sent by E-Mail, added to the newsletter, posted on the website, or one time mailing labels will be provided.

**FACEBOOK:** MiOTA will post research opportunities ONE time with the disclaimer: "This information is being provided as a service to MiOTA members. MiOTA does not endorse this research opportunity."

Each request is subject to review by MiOTA volunteer leadership prior to posting of the event.

	Student Member Rate	OT Member Rate	Student Non-Member Rate	OT Non-Member Rate
<input type="checkbox"/> Website/ <input type="checkbox"/> Newsletter/ <input type="checkbox"/> E-Mail	<input type="checkbox"/> \$5	<input type="checkbox"/> \$25	<input type="checkbox"/> \$200	<input type="checkbox"/> \$200
<b>One-Time Mailing Labels</b>	<input type="checkbox"/> \$15	<input type="checkbox"/> \$30	<input type="checkbox"/> \$200	<input type="checkbox"/> \$200
<b>FACEBOOK</b>	<input type="checkbox"/> \$0.00	<input type="checkbox"/> \$0.00	<input type="checkbox"/> \$0.00	<input type="checkbox"/> \$0.00

## MAILING LABELS

Prior to the sale of mailing labels an advertising contract must be completed with a copy of all materials to be mailed. Each request is subject to review by MiOTA volunteer leadership prior to sale of labels. All materials being mailed must be relevant to the profession of occupational therapy and is subject to review by MiOTA volunteer leadership prior to acceptance. One time labels will be printed by MiOTA and mailed to customer. Labels can be sorted by zip code, special interest section and/or membership type.

	Student Member Rate	Student Non-Member Rate	OT Member Rate	OT Non-Member Rate
<b>Label</b>	<input type="checkbox"/> \$15	<input type="checkbox"/> \$250	<input type="checkbox"/> \$100	<input type="checkbox"/> \$250
<b>Sorting</b>	<input type="checkbox"/> \$5	<input type="checkbox"/> \$10	<input type="checkbox"/> \$15	<input type="checkbox"/> \$20

## EMAIL BLAST

Prior to sending out email blasts an advertising contract must be completed with a copy of all materials to be mailed. Each request is subject to review by MiOTA volunteer leadership prior to sale of email. All materials being mailed must be relevant to the profession of occupational therapy and is subject to review by MiOTA volunteer leadership prior to acceptance. One time email blast will be sent by the MiOTA office.

<b>Member Rate</b>	<input type="checkbox"/> \$100.00	<b>Non-Member Rate</b>	<input type="checkbox"/> \$250.00
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## Contact Information

Company/University Name:		Contact Name and Credentials:	
Street Address:			
City:		State:	Zip:
Phone: (     )		Fax: (     )	
Email address:		Authorizing Signature:	

## Application for Advertisement Content

Description of Product, Service
Applicability to Occupational Therapy or Patient Services:
Provide exact wording to be posted, sent or printed:

## Application for Research Content

Description of Research (Include Aim/Hypothesis):	
Applicability to Occupational Therapy:	
Provide exact wording to be posted, sent or printed:	
IRB Approval Number (or explanation for exemption):	
PI on Study (Include name and credentials):	PI MiOTA Member Number:
Student(s) on Study (Include name and credentials):	Student(s) MiOTA Member Number:

## Payment Information

Payment enclosed: Check/money order (made payable to MiOTA)		<input type="checkbox"/> Invoice will be sent to above address	
Total amount to be charged to credit card: \$			
<input type="checkbox"/> Visa	<input type="checkbox"/> MasterCard	<input type="checkbox"/> Am Express	Card #:
Expiration Date:		CVV:	Authorizing Signature:

### **FACEBOOK:**

MiOTA will post committee approved occupational therapy related information ONE time with the disclaimer: "This information is being provided as a service to MiOTA members. MiOTA does not endorse this research opportunity."

### **NON-PROFIT RATES**

Non-profit organizations are subject to the same fees as all other organizations relative to advertisement.

### **FREE EVENTS**

Free continuing education events relative to Occupational Therapy will be advertised free of charge. An advertising contract must be completed.

### **APPROVAL PROCESS**

All marketing, advertisement, or research information must be reviewed prior to accepting payment. Procedure for review by MiOTA volunteer leadership will be determined by one / all of the following: administrative assistance, communications director, communication committee member(s), finance director, website manager, newsletter editor, marketing committee, research review committee, or leader of the executive committee.

### **JOB ADS ON THE MEMBERS ONLY SECTION OF THE WEBSITE**

Job Ads are a free benefit to members for no longer than 30-day. The member will fill out the job application process on line. The MiOTA office will double check the ad before it is placed on line. Corporate members may also place a job ad on the member's only section of the website for thirty days. On the first of the month, MiOTA's Facebook page will indicate open positions that are listed on the member's only section of the Website directing individuals to that page.

### **DISCOUNT**

1. **Frequency Discount/Single Ad Format:** MiOTA provides a discount for multiple ads of the same type during the same calendar year. The Discount is 15% for 2 or 3 ads and 25% for 4 or more ads.
2. **Frequency Discount/Multiple Ad Format:** MiOTA provides a discount for multiple ads of different types during the same year; pay for 3 and get the 4th free! The least costly of the 4 advertisements would be free. The same advertisement can only be counted once for a discount. These discounts apply to:
  - Website Text Advertisements
  - Conference Brochure Print Advertisements
  - Website Banner Advertisements
  - Conference Sponsorships
  - Newsletter Advertisements
  - Conference Vendor Booths

*MiOTA provides advertisements and information relative to quality professional continuing education opportunities as a service to its members. MiOTA reserves the right to review events or advertisement content prior to posting. MiOTA also reserves the right to refuse advertisements that do not meet the professional needs of its members or the profession of Occupational Therapy.*

## Michigan Occupational Therapy Association - 2016 Election Ballot

**\*\*\* RETURN BY SEPTEMBER 1<sup>st</sup>, 2016 \*\*\***

**\*\*Your name and voting choices will be kept confidential within the MiOTA Business office, but you must be a current member to participate in voting; we ask your name OR membership number to verify current membership\*\***

Name &/OR MiOTA Membership Number: \_\_\_\_\_

**Please vote for ONE choice for each category:**

1. **Finance Director** – Charged with managing the fiscal affairs of the Corporation so that the financial resources are available to allow the Corporation to achieve its goals, prepare the annual budget and overseeing accounts receivable and payable of the Corporation, as well as additional duties as outlined by the MiOTA Standard Operating Procedures.

\_\_\_ Cindy Klinger (interim finance director)

\_\_\_ Write In: \_\_\_\_\_

2. **Advocacy Director** – Charged with assisting members to obtain necessary information regarding laws, rules and regulations and third party reimbursement and serving as an avenue for membership to bring related questions to, as well as tracking current state and national health care legislation and reimbursement issues, as well as additional duties as outlined by the MiOTA Standard Operating Procedures.

\_\_\_ Write In: \_\_\_\_\_

3. **Membership Director** – Responsible for Appointing and overseeing the Coordinators of Recruitment, Retention and Activation and appointment of the members of the Nominating Committee. The membership director serves to promote and retain MiOTA Membership.

\_\_\_ Cathleen Johnson (Current Membership Director)

\_\_\_ Write In: \_\_\_\_\_

4. **Member-At-Large/Secretary** – Charged with overseeing the interests of the Members of MiOTA; as well as duties including: recording minutes of the business meetings of the Corporation, recording minutes at all MiOTA Executive Committee, Association Assembly, and general membership meetings and to maintain the history of the organization.

\_\_\_ Kirsten Matthews (Current Member-at-Large/Secretary)

\_\_\_ Write In: \_\_\_\_\_

\*\*\*\*\*

**\*\*BALLOTS MUST BE RETURNED TO THE MIOTA OFFICE VIA MAIL (Postmarked by) OR FAXED BY September 1<sup>st</sup>, 2016**

### RETURN TO:

Michigan Occupational Therapy Association \*\* 124 W. Allegan, Ste. 1900 \*\* Lansing, MI \*\* Fax: 517.484.4442

**QUESTIONS? NEED HELP? Email MiOTA office : [hmauk@mhsa.com](mailto:hmauk@mhsa.com) Phone: 517.267.3918**

## MiOTA Awards & Special Recognitions

Below is a brief description of awards individuals can be nominated for.

### Certificate of Appreciation

- To express the appreciation of MiOTA to members and non-members for extraordinary contributions to the advancement of OT.

### Departmental Membership Award

To actively support MiOTA participation by recognizing occupational therapy departments in which 80% or more of the staff are members of MiOTA

### Distinguished Service Awards

- To honor members of MiOTA for extraordinary service to MiOTA. Nominees have made continuing and outstanding contributions to the development, growth and process of MiOTA.

### Master Clinician Award

- To recognize members of MiOTA, who with their knowledge and expertise, have made a significant contribution to occupational therapy through a combination of some of the following: supervision of students and staff; articles and presentations; workshops; mentoring; education; therapeutic work with clients and families. This therapist stands head and shoulders above the crowd: a model for fellow therapists.

### OT Award of Excellence & OTA Award of Excellence

- To honor members of MiOTA who have made an outstanding global contribution to the profession.

### OT Honorary Member Award

- To recognize MiOTA members who have, or are, retiring, and who have performed distinguished service in the field of occupational therapy. Honorary members receive a free, life membership in MiOTA.

### Fellow of the Michigan Occupational Therapy Association

- To recognize members of MiOTA who, with their knowledge and expertise, during their career have made a significant contribution to the continuing education and professional development of members.
- Will be allowed to use credentials - FMiOTA

### Award Nomination Form

Name of Nominator:

Date:

Street Address:

City:

State:

Zip:

E-mail Address:

Phone (C):

(H):

Part A: Use this portion for all the awards except Departmental Membership:

Name of award:

Name of Nominee:

Street Address:

City:

State:

Zip:

E-mail Address:

**Directions:** return this form along with a narrative of at least 50 words specific to the award purpose and criteria, (listed above). Also include a curriculum vitae or resume of the nominated individual by **September 9, 2016**. Please make sure information is accurate as this facilitates the determination of awards by the Awards Committee via specific information and examples of qualification for the award.

Part B: Use this portion for the Departmental Membership Award Only

Name of Department: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

List the names of all applicable departmental personnel along with number of OT staff within the department.

Please complete a separate form for each nomination if making more (feel free to copy this form). Be sure to send a narrative and/or curriculum vitae by **September 9, 2016**.

MiOTA

124 W. Allegan St., Suite 1900

Lansing, MI 48933

Fax 517 484-4442