



Charter: Insurance Committee

I. Purpose

- A. The purpose of the insurance committee of the American Society of Acupuncturists is to:
1. Be a resource for ASA representatives to resolve insurance conflicts affecting individual states;
 2. Disseminate information to ASA representatives on insurance matters affecting the acupuncture profession on a state and national level for the purpose of educating all of the members of the ASA;
 3. Liaise with insurance companies on behalf of ASA members;
 4. Represent ASA acupuncturists in national organizations on coding and other insurance matters;
 5. Educate ASA acupuncturists on guidelines for billing and documentation, including the preparation of position statements and provide clarity on insurance issues;
 6. Connect with advocates of acupuncturists (such as healthcare attorneys, allied professions, and other national associations) to help promote a better understanding of billing and documentation;
 7. Aid in the protection of the scope of acupuncture and Oriental medicine in the states with them and promote the scopes of acupuncture and Oriental medicine in the states where they have not yet been adopted; and
 8. In all matters, act as an advocate for the acupuncture profession.

II. Composition

- A. The Committee shall be composed of ASA members that are vetted by the Chair of the Insurance Committee.
1. Committee members shall be prepared to serve a minimum of 1 year.
 2. The Committee shall have a minimum of 4 members.

III. Committee Members

- A. Preferred Experience
1. Insurance Billing Experience
 2. Previous Committee Service

B. Desirable Skills, Knowledge, and Abilities

1. Knowledge of Acupuncture Insurance and Carrier Policies
2. Good Communication Skills- written and Oral
3. Must be able to maintain confidentiality of all work we produce.

C. Professional and Personal Attributes

1. High degree of integrity and business ethics.
2. Willingness to work for goals agreed upon by the committee, whether or not they are in the interest of the member.

D. Responsibilities

1. Attend meetings as agreed upon by the committee.
2. Provide background assistance as needed to accomplish our goals.

IV. Meetings

- A. The Committee shall meet each month with additional meetings as necessary.

V. Order of Operations

- A. Information regarding issues will be collected via our email address and concerns and/or issues will be added to our next monthly agenda.
- B. We will convene all state liaisons as necessary to disseminate information pertinent to multiple states and/or national issues.

VI. Current Positions

A. Chair

1. Mori West

B. Members

1. Amy Mager
2. Chanta Van Laanen
3. Jessica Gregory
4. William Alexander

VII. Goals

- A. Develop Connections with State Insurance Liasons as well as federal and private insurance contacts to provide and disseminate information as it relates to Insurance Billing for Acupuncturists (including but not limited to)
 1. Training sessions for State Liaisons to update them on current trends.

2. Developing a robust system to receive and disseminate current insurance issues and information.
3. Creating a network of Insurance Industry Professionals that we can assist and/or who can assist us in Insurance related issues.