

Western North Carolina Medical Managers' Association, LLC Speaker's Information

On behalf of the Board of Directors of the Western North Carolina Medical Managers' Association, LLC, we appreciate your willingness to speak (or considering speaking) to our organization. Below, please find some key information that may help you prepare to speak at one of our upcoming sessions.

About Western North Carolina Medical Managers' Association, LLC ("WNCMMA"):

1. A group of healthcare administrators who supervise some of Western North Carolina's most successful medical practices.
2. The physician groups represented range in size from 1 doctor to 75+ and primarily reside in Buncombe, Henderson, McDowell, Madison, Jackson, Yancey, Rutherford, Haywood, and Transylvania Counties.
3. The organization boasts a 200+ membership comprised of "active" members (healthcare administrators) and "allied" members (vendors, hospitals, etc.).
4. The organization is chartered under the North Carolina Medical Group Management Association ("NCMGMA"), which, in-turn, is chartered under the Medical Group Management Association ("MGMA").

Contact Information:

If you have any questions regarding an opportunity to speak at a WNCMMA, LLC meeting, please contact:

Mr. Terry A. McLane, President
WNCMMA, LLC

Chief Executive Officer
The Family Health Centers, PA
206 Asheland Avenue
Asheville, NC 28801

(828) 210-3697

tmclane@thefhc.net

Average Attendance:

The WNCMMA, LLC averages around 45-70 members in attendance at its bi-monthly meetings.

A/V Equipment:

A screen and projector are provided by the Event Centre. Speakers will need to bring their own laptop (equipped with VGA output) for any power-point presentations or inform Terry McLane, President, WNCMMA, LLC so that a laptop can be furnished. ~~Laptops will need to have a VGA output.~~ Voice amplification equipment is not generally needed.

Colleagues:

As the speaker, please feel free to bring any additional professional colleagues that you need that can assist you with the A/V equipment, helping answer audience questions, or would be an additional resource for the regular attendees. Please contact us ahead of time if you plan on bringing more than two additional attendees, so that we may notify our caterer.

Door Prizes:

Door prizes are not required; however, they often generate additional enthusiasm for the topic discussed. Typical door prizes are folders, pens, note pads, gift baskets, gift certificates, or event tickets.

Dress:

Dress for all WNCMMA, LLC events is business attire.

Handouts:

Speakers are encouraged to produce hand-outs for attendees that will afford the attendees the opportunity to take notes and share the information presented with their colleagues.

Lunch:

A catered lunch will be provided to the attendees that allows for a variety of dietary needs. Vegetarian options are available. Please expect attendees to eat during your presentation. As the featured speaker, please be our guest and help yourself to our lunch offerings.

Meeting place/time:

Unless otherwise indicated, all meetings will be held the second Tuesday of January, March, May, July, September, and November.

Meetings are typically held at the Event Centre at 291 Sweeten Creek Rd. and begin at noon with the speaker beginning around 12:20. The length of speaking time is one-hour. Meeting times and places are subject to change based on space availability, expected attendance, and inclement weather. The Event Centre is located at 291 Sweeten Creek Rd. on the right past ~~the~~ Asheville Pediatric Associates ~~Surgery Center~~, Asheville, N.C.

Non-solicitation/conflict-of-interest:

Speakers are expected to speak about the topic for which they were solicited by the WNCMMA. Speakers must disclose, in advance, if they have any direct or perceived financial interest or other conflict-in-interest in a product or service being discussed. Unless otherwise directed and approved by the WNCMMA, LLC, speakers may not use their speaking time to promote, solicit, or sell any product or service. Presentations are expected to be informational only. Before and after the presentation, speakers may network as they see fit to introduce themselves or their company to potential customers.

Power-point presentation:

Using power-point presentations, or other similar presentation software, is highly encouraged. If available and with your permission, the WNCMMA, LLC would like a digital copy of your presentation, so that we can post it to our website for the benefit of members who were not able to attend.

Roster:

Due to membership confidentiality concerns, the WNCMMA, LLC cannot distribute a roster of the organization's membership. Speakers, who would like to obtain contact information of the attendees, are encouraged to swap business cards or pass around a sign-in sheet. Each member has the right to refuse to provide their contact information.

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