



Missouri State Medical Association

Protecting the Health of Missourians

113 Madison Street ♦ P.O. Box 1028 ♦ Jefferson City, MO 65102 ♦ T: 573-636-5151 ♦ F: 573-636-8552 ♦ Internet: www.msma.org

Dear Medical Student,

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- Thank you for joining organized medicine. You have made an important decision which will greatly impact your future and professional career.
- I would like to go through the steps with you on what you may expect upon joining.
- MSMA will send your documentation to the AMA after all information has been received and verified. It will be entered into the MSMA database before being shipped to the AMA. The AMA keeps a master file of all medical students attending the allopathic schools nationwide. The Association of American Medical Colleges provides the AMA with personal and academic information of all first year students between November and December. The records are matched and each student receives a medical education number. Once the medical education number has been received, MSMA is able to process and complete a student's information.
- If you are from an osteopathic School of Medicine, the process is slightly different. When a medical student from an osteopathic school joins the AMA, a membership application or membership report is submitted from the state medical society. At that point, the AMA Department of Primary Source Physician Data verifies enrollment with the osteopathic school; an AMA student master file record is created; and an ME number is assigned. Membership applications and reports must be filled out. All information requested must be completed and submitted.
- It takes anywhere from 3-4 months to process data. You may expect JAMA and other materials to arrive in January or February. Use of proper application forms that include all information will help ensure that you will receive benefits in a timely manner. If an application is not completed correctly you may expect a delay in receiving important membership materials, including JAMA. In that case we would call you or e-mail you, or if all fails, advise your MSS President. To facilitate communication, be sure we have your telephone number and e-mail address.
- If you join and pay the AMA directly, it is important that MSMA is informed about it so the information can be entered into the state association database as well. If your e-mail address changes, be sure to let us know.

Please contact MSMA with any questions at 800-869-6762.

**Ask for Haley Wansing, MSMA Membership Director and MSS Liaison, hwansing@msma.org,
or Cassie Williams, Database Manager, cwilliams@msma.org**