



DBHDD

Georgia Department of
Behavioral Health & Developmental Disabilities

ECRH Bulletin

VOLUME 11, ISSUE 23

JUNE 15, 2015

East Central Regional Hospital

Special points of interest:

- *Town Hall Meetings*
- *Safety Care Tidbit*
- *Joint Commission Newsflash*
- *Noticed by the Gnome*
- *ECRH Jobs List*

"An open mind collects more riches than an open purse."

Will Henry

From the Desk of the RHA - Paul Brock



Direct Care Staff Uniforms

This past week I shared with the leadership team a Department of Behavioral Health and Developmental Disabilities (DBHDD) Uniform Dress proposal for Direct Care employees for each of the Georgia Regional Hospitals. This is only a proposal which DBHDD is considering and we would appreciate you providing your supervisor or manager with your feedback.

Now you may ask, who are the direct care staff that are specifically included in this proposal? The direct care staff included are the following:

- *Forensic Services Technicians (FST's)*
- *Health Services Technicians (HST's)*
- *Certified Nursing Assistants (CNA's)*
- *Licensed Practical Nurses (LPN's)*
- *Register Nurses (RN's)*
- *Includes all of the above positions' part time equivalents*

This would comprise approximately 70% of personnel in the hospitals and 45% of the total DBHDD workforce.

What would be the purpose and business objectives?

- *Consistency in dress would make direct care staff more recognizable*
- *Ability to distinguish direct care staff from individuals serve (example: video review of incidents)*
- *Though there's a DBHDD dress code, there's inconsistency in the administration/enforcement*

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Tidbits of ECRH History

In 1837, the Georgia State Legislature authorized the construction of the GEORGIA LUNATIC ASYLUM in Milledgeville. The state's first mental health program began six years later with the appointment of its first superintendent. In the early years, a succession of compassionate and understanding superintendents achieved a good program for that era, but a large number of patients and shortage of funds became an issue to deal with....for a long time.

So, in 1965, Georgia came out with its COMPREHENSIVE MENTAL HEALTH PLAN FOR GEORGIA, and among the many objectives was the proposal to build Regional Hospitals, one of which is now ECRH Augusta Campus.

REGIONAL HOSPITAL

Contributed by Brian Mulherin

New Employees



Front Row(L-R): Jacqueline Quinn, Agency CNA; Morgan Taylor, HST; Brionna Hayes, Agency HST; Cassandra Williams, Agency CNA

Back Row(L-R): Linda Wicker, HST; Endia Mahoney, HST; Serah Kimani, Agency HST; Laquanda McMaster, HST

Front Row(L-R): Janice Freeman, GRU-PCT; Keisha Brown, Agency CNA; Krambia Harris, HST; Marsha King, HST

Back Row(L-R): Shandera Williams, Agency CNA; Katerna Stone, Agency CNA; Shermayne Reynolds, HST; LaShun Perkins, HST

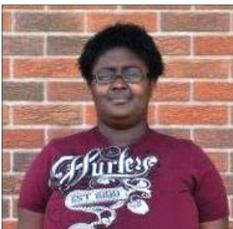


Front Row(L-R): Ladrece Rouzan, Agency HST; Tammi Adkinson, Agency CNA; Kiondra Jones, Agency CNA; Joachen Busch, Agency HST

Back Row(L-R): Sasha Nealy, HST; Jennifer Shelley, Agency CNA; Tonya Harrell, CNA; Restashia Lee, Agency HST



(L-R): Avia Newton, RN; Heather Henry, LPN; Donna Douse, Agency LPN; Yvonne Reeves, Agency RN; Kwajalein Muhammad, Agency LPN; Crystal Smith, LPN; David Smith, PHCW; Rebecca Porter, Agency LPN; Shenia Byrd, PHCW; Sherry Griffin-Milton, Agency LPN



Bridget Simpkins, HST



Kristen Burdett, Administrative Assistant to the RHA

Not Pictured: Deon Blount, Storekeeper; Diane Boyd, Laundry Supervisor

WELCOME!

From the Desk of the RHA - Paul Brock

(Continued from page 1)

- *Enhance morale and teamwork*
- *Upgrading dress standards would improve professionalism on the units*

The Department has completed a literature review of the advantages/disadvantages of standard attire/uniforms. There is a long history of acute care hospitals along with crisis units utilizing designated color scrubs for direct care staff which has also included the nurse manager. Even the Department Corrections has noticed a difference in the attitude of inmates when a more casual dress for correctional officers had been introduced into the penal environment. At West Central Regional Hospital they have initiated a professional dress requirement pilot for specific units. Although there was an initial adjustment period, the staff developed a sense of pride and others have noticed an increase in respect from the individuals served.

Tentative dress options have been suggested for Technicians and Nursing

- *FST's and HST's "uniform" – Khaki Pants with a belt and a Polo Shirt. There would be no DBHDD logo or identification on the shirts. No brand names or symbols would be on the shirts. Based on seasonality, both short and long-sleeve shirts would be acceptable. FST's and HST's would be actively engaged in deciding colors if the department were to move forward with implementation.*
- *Nursing Staff "uniform" – Scrubs with tops and bottoms in the same solid color. There would be different colors for each job type (RN, LPN, and CNA) with the same colors for each job type hospital-wide. There would be vigorous nursing staff engagement in deciding style and colors if the department were to move forward with implementation.*

The proposal provides approximate statewide costs for these uniforms; however, it is difficult and early to provide accurate estimates for each region. No decisions have been made on who would bear the cost of these uniforms (employees, department or both). If the proposal were to move forward, the department would explore developing/leveraging relationships with clothing attire firms to save costs and enhance consistency.

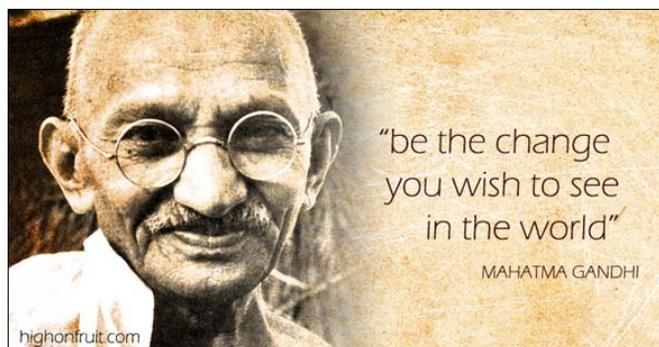
As I shared with you at the beginning, this is only a proposal and we would appreciate you providing your thoughts and feedback to your Supervisor or Manager at your designated Unit/Departmental meeting. Thank you in advance for your valuable feedback.

*Sincerely,
Paul Brock*

Safety Care Tidbit - Managing Your Own Behavior

We all have stress and frustration at work and in our private lives. Additionally, some individuals we provide services to can do things that we may find irritating or insulting, despite these challenges we must remain professional and communicate respect and promote dignity.

When managing our own behavior we must always monitor what we say, how we say it, our facial expression and our body language (i.e., posture, distance and movement).



HR Partners

Policy Reminders:

Professional Licensure (DBHDD/HR Policy #22-2001)

All employees in positions which require licenses) including driver's licenses), certificates or registrations are responsible for ensuring these documents are current. Employees are responsible for renewing required licenses, certificates or registrations, as necessary. Failure to obtain or maintain valid licenses, certificates or registrations is a basis for separation of employment. Please review this policy via

<https://gadbhdd.policystat.com>.

Fair Labor Standards Act (FLSA) (DBHDD/HR Policy #22-1001)

***Management of Work Hours**

Supervisors are responsible for monitoring arrival and departure times of non-exempt employees to ensure accurate records are maintained and to minimize overtime worked.

Supervisors are responsible for ensuring that all modifications and adjustments to employee's schedules are recorded accurately in time and attendance reporting.

Non-exempt employees are required to accurately sign in and out using the approved time and attendance system when they arrive and leave their work areas. Non-exempt employees who fail to correctly record actual work time in accordance with the approved time and attendance system are subject to disciplinary action up to and including separation.

Tobacco and Smoke Free Environment (DBHDD/HR Policy 20-201)

It was reported that employees are smoking on campus behind buildings on the evening and night shifts. This is an important reminder that Tobacco use and smoking are prohibited in and on the grounds of ECRH, both campuses, AT ALL TIMES. Appropriate disciplinary action, up to and including separation, will be taken against employees who violate the tobacco-free and smoke free policy and supervisors who fail to ensure compliance with the policy.



ECRH Human Resources Team Doug Fine - HR Manager

Elaine Biley – HR Generalist/Operations Manager– Oversees HR Operations, Payroll/Kronos, and Personnel Records Management. Assist with Leave-keeping Issues/ Audits, Benefits, Management Training, Workers' Compensation program and Special Projects

Rhonda Vivor – Employee Relations Specialist – Coordinates Employee Relations including : employee/ manager issues and concerns, HR Investigations, Grievances, Unemployment, Performance Management , Management Training and EAP information, oversees criminal background process.

Carsha Mumpfield – Recruiter – Oversees the local Recruitment Process: Maintains/updates job vacancy website. Coordinates Resume Review, Phone Screens, Reference Checks, Selection/New Hire Processing, HR Training, and supports Criminal Background Process

Brenda Fedrick -- Benefits and Leave Coordinator - Coordinates and assists with: Employee Benefits, Leave of Absences (LOA), Family and Medical Leave (FMLA), Retirement, HR Training

Bonita Wilson -- Benefits and Leave Coordinator Coordinates and assists with: Employee Benefits, Leave of Absences (LOA), Family and Medical Leave (FMLA), Retirement, HR Training

Melanie Harris- Recruitment Technician- Coordinates and assists with: Selection/New Hire Processing, Hire Packet Processing Pre-Employment Processing and HR Training. Assists and supports the Recruiter as a back-up as needed. Facilitates Criminal Background Check Process

Dameka Garner – HR Transactions and Payroll Specialist - Coordinates Payroll and Transactions, Kronos, HR Training, Performs audits and special projects.

Nadine Williams – HR Transactions and Payroll Specialist – Coordinates Payroll and Transactions, Kronos, HR Training, Performs audits and special projects.

Jassica Speer-Cater – HR Assistant - Manages the HR Front Desk/Lobby Area, Assistant to the HR Team and HR Manager, Faithful Service Awards

**Human Resources Department
ECRH
Main Office Telephone Number- 706-792-7177**

HR Partners

Mandatory HR Training For Managers and Leave/Time Keepers

Please sign up for one of the following training sessions given by Human Resources:

June 26, 2015 9:00 am - 3:00 pm

June 29, 2015 9:00 am - 3:00 pm

Location: Computer Lab, Building 5 - Gracewood Campus. Space is limited to **14** per training, call HR at 706-792-7177 to enroll.

You will have the full attention of your HR Transactions, Benefits, Workers' Comp and Recruitment teams.

Note: please complete DBHDD on-line Kronos training prior to these sessions.

ECRH Employee Town Hall Meetings

Thursday, June 25, 2015 7:45 – 8:45 AM and 3:45 – 4:45 PM
Gracewood Building 22 Auditorium

Friday, June 26, 2015 7:45 – 8:45 AM and 3:45 – 4:45 PM
Augusta Campus Gymnasium

**Town Hall
Meeting**

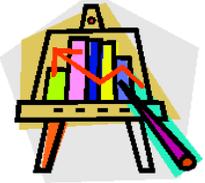
Topic: Executive Leadership Presents Culture Change at ECRH

This Town Hall Meeting is MANDATORY for all staff

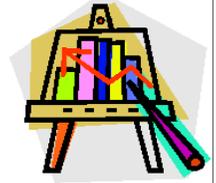
Refreshments will be served

Door Prizes – Must be present to win

The Quality Corner - News & Information From Quality Management



NEWS & INFORMATION FROM THE QUALITY MANAGEMENT DEPARTMENT



Language Issues with Hospitalized Individuals

As the cultural norms of the individuals being admitted to our Hospital continues to diversify, there is an increasing possibility that we will receive individuals for evaluation and/or recovery services who do not speak English as a primary language. The Joint Commission recently published a Quick Safety Newsletter dealing with this issue (commonly referred to with the acronym LEPSI (Limited English Proficiency—Sensory Impairment)). As noted in the article:

The following scenario was adapted from an online video produced by the U.S. Department of Justice Civil Rights Division. It illustrates the inherent difficulties and dangers of trying to provide care to an LEP (Limited English Proficiency) patient without the use of appropriate and effective interpretive services or tools.

Scenario: A non-English speaking Asian male walks into the emergency room (ER) triage area holding his right wrist. He tells the triage coordinator (TC) he fell and his wrist hurts a lot. He is asked if he speaks English and he says "no." The TC calls a nurse and tells him there is a patient who doesn't speak English. The nurse calls a hospital computer tech who is Asian, tells her there is a patient in the ER who doesn't speak English, and her help is needed to interpret. The computer tech says she speaks Thai, but she might be able to help. The patient is put on the phone, and he tells the tech his pain is getting worse. She does not understand, but thinks the language is Vietnamese. The nurse remembers there is a Vietnamese clerk but finds out she has gone home. The nurse takes the patient into the ER, where he tries to tell the physician his pain is worse. The physician attempts to obtain a history, but is not able to understand. The physician orders an X-ray and a pain medicine for the patient. After taking the medicine, the patient is left unattended and is later found on the floor, unresponsive, and a code is called.

Our Language Access Coordinator is Lisa Kugler. She should be consulted ASAP anytime there is an issue where we have an individual who is in need of LEPSI services. Each area should have instructions readily available on accessing LEPSI Services as available in the attachments to DBHDD Policy 15-101. Also, LEPSI information is published monthly in our ECRH Bulletin. All staff should be aware of this issue and should be prepared to respond appropriately in order to continue to provide state-of-the-art recovery services to our individuals.

Hospital Security - Traffic Safety Information

Have a question about child safety seats, teenage drivers, or motorcycle safety? We have a wide variety of traffic safety literature from the Georgia Governor's Office of Highway Safety and the AAA Traffic Safety Foundation. These materials are free of charge and are available at Gracewood Campus, Building 13.

Please drive carefully!



Retirement Celebration

Please make plans to attend a retirement party in honor of **Dr. Prakash Merai**. Join the guest of honor to celebrate 25 years of his successful career and transition to retirement.

Date: June 29, 2015

Time: 2:00 pm-4:00pm

Location: ECRH-Augusta Campus Central Kitchen



ECRH Joint Commission News FLASH

MSDS- Material Safety Data Sheets

Q: What is MSDS?

A: Material Safety Data Sheet. Information on chemical/hazardous materials used in the area. If there were an exposure, I would report to my supervisor and Occupational Health Services for initial treatment.

Q: How do employees access the Emergency MSDS system that we have at ECRH?

A: In an emergency, employees call 1-888-362-7416 or access the www.msdonline.com link that is listed on the back of the employee ID badge, as well as on any campus phone, and official bulletin boards. When calling, the employee gives the operator his/her facility location, name, a description of what has happened, and the product (if known). Tell the operator if you are going to seek medical treatment and where. For general information, employees contact the Safety Office.



How to Report a Patient Safety Event to the Joint Commission

- Online: www.jointcommission.org Submit a new patient safety event or concern. | Submit an update to your incident. (You must have your incident number
- E-mail: patientsafetyreport@jointcommission.org
- Fax: 630-792-563

•Mail: Office of Quality and Patient Safety
The Joint Commission
One Renaissance Boulevard
Oakbrook Terrace, Illinois 60181



Refrigerator/Freezer Temperature

Logs

Completion of temperature logs is **mandatory** and must be completed daily!!!! All food must be labeled and dated. Fidelity audits are conducted to monitor compliance.



National Patient Safety Goals (NPSG)

All staff should have a badge attachment that includes the National Patient Safety Goals. (Contact HRD to obtain) NPSG should also be posted in all units/departments.



Clinical Director's Corner - Dr. Vicky Spratlin

I would like to begin by saying Happy Father's Day to all of the Dads out there. As most of you know, my father has had a rough year thus far. I want to thank all of you who were so supportive during his critical illness and who have continued to ask how he is doing. For those of you lucky enough to still have your fathers, stepfathers, godfathers, grandfathers, or anyone who has been a father figure, please treat them as if it is the last Father's Day they will see. It does not require expensive gifts or lavish parties. Just be with them, or call them if they live away, and tell them how much they mean to you. That will mean the world. I am lucky to still have my father, so I plan to make sure he knows how I feel.



For the first Clinical Director's Choice Award, I will mention the only father in the group first:

Doug Fine, who went out of his way to get one of our injured HSTs the medical evaluation she needed.

Elaine Biley, who also put in extra laps to help the same employee referenced above.

Grace Yrizarry, who **VOLUNTEERED** to convert ICD-9 diagnoses to ICD-10 diagnoses in Avatar.

Denise Bartlett, who put in over 20 years in DD services, working at all levels.

Gina Bennett, who has tirelessly worked in the best interest of our individuals for 30 years! She will never be replaced.

I close by again wishing all of our Dads a safe and Happy Father's Day.

Noticed by the Gnome - May

During the month of May, 2015, we received 3 nominations for our employees to be Noticed by the Gnome. A big THANK YOU goes out to these employees and to those who took the time to recognize the good work that was being done by others.

April Nabors
Brenda Cain
Marcus Callender



"Ms. Nabors realized one of our individuals was struggling to breathe while eating. He had choked on a piece of a peach. Ms. Nabors noted from her training in CPR that he was using the universal choking sign of hands up to neck, drooling, and not able to talk. She correctly performed the Heimlich maneuver and the peach was expelled. I am so proud of Ms. Nabors. The individual who had the choking episode is elderly and has numerous medical problems, so this could have been a disaster, but our staff was ready. recognized the symptoms, and took action. When I read the incident report, I was proud that one of our HSTs did such a great job."

"This is to recognize the work of Brenada Cain, an Activity Therapist on the Gracewood Campus. She is always cheery and friendly, has great creative ideas, is always enthusiastic, and does extra special things for the individuals she works with. For example, if she is taking a group to a dollar store, she picks a different store each time so that the individuals can experience different areas of the city. I always feel good after spending time in an activity she leads. She is really one of a kind!"

"Mr. Callender goes above and beyond on our unit to ensure that he does what is best for our individuals. He is very dedicated and dependable. He always has a smile on his face and makes sure that he remains a positive figure for the unit. He serves as an advocate for our individuals and does things to protect them. He always takes initiative and gets the task done. Despite any challenges on the unit, Mr. Callender does well diffusing situations and finds a solution. Thanks for such a job well done!"

DD Services

**ECRH Incident Management
Hotline Procedure**

The purpose of this Hotline is to establish an alternate means of reporting incidents in a timely manner. The Hotline is to be utilized by any employee, contractor, family member, visitor and volunteer that may feel uncomfortable reporting an incident or allegation of abuse, exploitation or neglect in person. This is an **alternate** reporting system and by no means will it replace the current protocol outlined in the IM Policy.

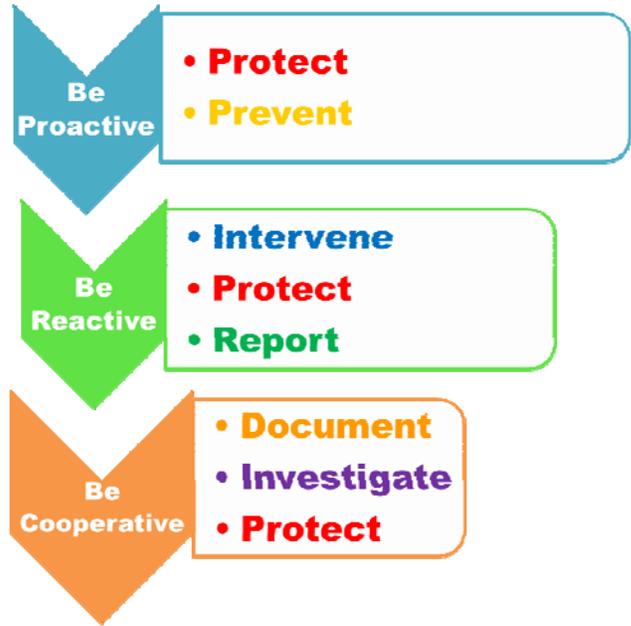
Hotline Number:
(706) 945-7150



PRIDE IN PLACE - It Starts with Me

*"If you change the way you look at things,
the things you look at change." - Wayne Dyer*

Our Role in Protecting Our Individuals from Harm



Safety Shop

Check behind yourself. Three simple words that can make a big difference. But many of us do not take the time to complete this simple step. We walk off, for just a minute, and leave paper clips, erasers, thumb tacks, bottle caps, pen caps, and other items that could be consumed by one of our PICA individuals. These items that we leave out could be used to hurt others or the individual could use the item to hurt themselves.



We drive individuals everywhere. Do we check the vehicle to be sure everyone is out? A head count is good, but what if someone else slipped in the group? What if an individual is still in the vehicle? Here in the south, with our heat and humidity, someone as fragile as our individuals would not survive the extreme heat or even the cold of January. Fire alarms are a common occurrence here at ECRH. Do you have a plan on your unit to be sure no one gets left behind? Do you know where all your unit's individuals are at any given time?

We do many projects here at ECRH. Does the contractor or Plant Operations staff leave their tools and other work materials behind? If we all take that little extra time and check behind us no one or nothing gets left behind.

If you need assistance with anything: Fire Safety, Life Safety, Radio Communications, MSDS, Hazard Material, Medical Equipment, or Emergency Management, please contact Mickie Collins.

HELP ME HELP YOU make ECRH a safe place for our individuals, visitors, and staff.

Out & About

Denise Bartlett Farewell



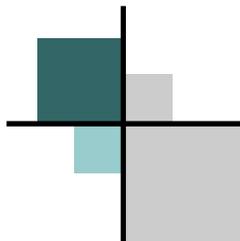
Building 15, Gracewood Campus steam system repairs.

Out & About

Matt McCue Farewell



Comissioner Berry Visit



Out & About

Fashion and Talent Show



Augusta Campus Events



Eating up those Central Kitchen specials!

Training at a Glance - June

Class	Date	Time	Place
NEO Principles of Recovery	6/16/2015	9:30 a.m.-10:30 a.m.	BLDG 103-D E&R
NEO EMR Nursing	6/16/2015	8:00 a.m.-1:30 p.m.	BLDG 103-C Room C-18
NEO PBS Training	6/16/2015	8:00 a.m.-4:30 p.m.	BLDG 20 Gracewood
CPRC	6/16/2015	8:00 a.m.-12:00 p.m.	BLDG 103-C Room C-23
Updated PNS Professional	6/16/2015	9:00 a.m.-11:00 a.m. 1:00 p.m.-3:00 p.m.	BLDG 103-C Lab
MH-Updated Incident Management	6/16/2015	1:00 a.m.-2:30 p.m. 3:00 p.m.-4:30 p.m.	BLDG 103-C Room C-23
NEO Infection Control and Prevention+Handwashing	6/17/2015	9:00 a.m.-10:30 a.m.	BLDG 103-D E&R
Ostomy DD Training	6/17/2015	8:00 a.m.-10:00 a.m.	BLDG 103-C Lab
Updated PNS End User	6/17/2015	8:00 a.m.-9:00 a.m. 9:00 a.m.-10:00 a.m.	BLDG 103-C Room C-23
CPRA	6/17/2015	8:00 a.m.-11:30 a.m.	BLDG 103-C Room C-23
First Aid	6/17/2015	12:30 p.m.-4:30 p.m.	BLDG 103-C Room C-23
NEO Safety Care Level #1	6/17/2015	8:00 a.m.-4:30 p.m.	BLDG 99F
NEO Safety Care Level #2	6/17/2015 6/18/2015 6/19/2015	8:00 a.m.-4:30 p.m. 8:00 a.m.-4:30 pm. 8:00 a.m.-12:00 p.m.	BLDG 99L
Updated Seizure Management	6/18/2015	8:00 a.m.-9:30 a.m. 10:00 a.m.-11:30 a.m.	BLDG 103-C Room C-23
MH-Updated Incident Management	6/18/2015	1:00 p.m.-2:30 p.m. 3:00 p.m.-4:30 p.m.	BLDG 103-C Room C-23
AAA Drivers Improvement	6/19/2015	8:00 a.m.-2:00 p.m.	BLDG 103-D E&R
Updated PNS Professional	6/19/2015	9:00 a.m.-11:00 a.m. 1:00 p.m.-3:00 p.m.	BLDG 103-C Lab
Updated Safety Care Level #2	6/22/2015 6/23/2015	12:30 p.m.-4:30 p.m. 8:00 a.m.-4:30 p.m.	BLDG 99L
Updated PNS Professional	6/22/2015	9:00 a.m.-11:00 a.m. 1:00 p.m.-3:00 p.m.	BLDG 103-C Lab
MH-Updated Incident Management	6/22/2015	8:00 a.m.-9:30 a.m. 10:00 a.m.-11:30 a.m.	BLDG 103-C Room C-23
Updated Seizure Management	6/23/2015	8:00 a.m.-9:30 a.m. 10:00 a.m.-11:30 a.m.	BLDG 103-D E&R
NEO CPRA	6/23/2015	8:00 a.m.-11:30 a.m.	BLDG 103-C Room C-23
NEO CPRC	6/23/2015	8:00 a.m.-12:00 p.m.	BLDG 103-C Lab
NEO First Aid	6/23/2015	12:30 p.m.-4:30 p.m.	BLDG 103-C Room C-23

Training at a Glance - June

Class	Date	Time	Place
NEO DD-Incident Management	6/24/2015	8:00 a.m.-12:00 p.m.	BLDG 103-D E&R
NEO Medical Emergency Response System	6/24/2015	12:30 p.m.-4:30 p.m.	BLDG 103-D E&R
Updated PNS End User	6/24/2015	8:00 a.m.-9:00 a.m. 9:00 a.m.-10:00 a.m. 10:00 a.m.-11:00 a.m.	BLDG 103-D E&R
Safety Care Level #2	6/24/2015 6/25/2015 6/26/2015	8:00 a.m.-4:30 p.m. 8:00 a.m.-4:30 pm. 8:00 a.m.-12:00 p.m.	BLDG 99L
NEO Observation of Individual to Ensure Safety	6/25/2015	8:00 a.m.-10:30 a.m.	BLDG 103-D E&R
NEO Seclusion and Restraint	6/25/2015	1:30 p.m.-4:30 p.m.	BLDG 103-D E&R
CPRC	6/25/2015	8:00 a.m.-12:00 p.m.	BLDG 103-C Lab
Infection Control and Prevention+Handwashing	6/25/2015	1:00 p.m.-2:30 p.m.	BLDG 103-C C-23
AAA Drivers Improvement	6/26/2015	8:00 a.m.-2:00 p.m.	BLDG 103-D E&R
CPRA	6/26/2015	8:00 a.m.-11:30 a.m.	BLDG 103-C Room C-23
First Aid	6/26/2015	12:30 p.m.-4:30 p.m.	BLDG 103-C Lab
NEO Therapeutic Incentive Program	6/26/2015	8:30 a.m.-10:00 a.m.	BLDG 103-D E&R
NEO Seizure Management	6/26/2015	10:00 am.-12:00 p.m.	BLDG 103-D E&R
NEO PNS Professional	6/29/2015	8:00 a.m.-12:00 p.m.	BLDG 103-C Room Lab
NEO PNS End User	6/29/2015	12:30 p.m.-4:30 p.m.	BLDG 103-D E&R
Updated Safety Care Level #2	6/29/2015 6/30/2015	8:00 a.m.-4:30 p.m. 8:00 a.m.-12:00 p.m.	BLDG 99F
Safety Care Level #2	6/29/2015 6/30/2015 7/1/2015	8:00 a.m.-4:30 p.m. 8:00 a.m.-4:30 pm. 8:00 a.m.-12:00 p.m.	BLDG 99L
AAA Drivers Improvement	6/30/2015	8:00 a.m.-2:00 p.m.	BLDG 103-D E&R
Updated Seizure Management	6/30/2015	3:00 p.m.-4:30 p.m.	BLDG 103-D E&R

Unit designated scheduler should e-mail all CPR/First Aid to Jackie Huff and all other class requests to Runtha Giddens.

Effective Friday 2/6/15 Safety Care classes will be as follows:

Safety Care Level #2- 16 hours

Updated Safety Care Level #2- 12 hours

Safety Care Level # 1- 12 hours

Infection Control - Hand Hygiene

Important for you and me!

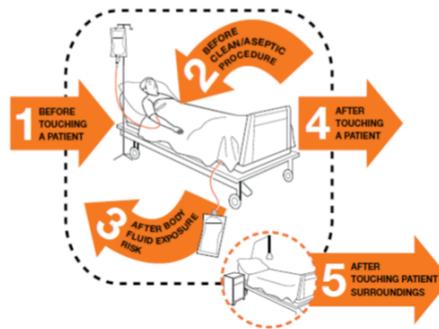
In the United States, hospital patients get an estimated 722,000 infections each year. That's about 1 infection for every 25 patients. Infections that patients get in the hospital can be life-threatening and hard to treat. Hand hygiene is one of the most important ways to prevent the spread of infections.

Healthcare providers should practice hand hygiene, at key points in time, to disrupt the transmission of micro-organisms to patients including: before patient contact; after contact with blood, body fluids, or contaminated surfaces (even if gloves are worn); before invasive procedures; and after removing gloves (wearing gloves is not enough to prevent the transmission of pathogens in healthcare settings).

Patients and their loved ones can play a role in helping to prevent infections by practicing hand hygiene themselves as well as asking or reminding their healthcare providers to perform hand hygiene.

My 5 Moments for Hand Hygiene

Hand Hygiene and Proper PPE use should be done to prevent the spread of infection!



Are you protecting your individuals? Your family? Yourself?

24 Hour Computer Help Desk Number: 1-877-482-3233

Use this number to report any computer issues such as with computers, network printers, monitors, mice, keyboards, laptops, Avatar, Worx, Sunquest Down and Network down. Helpdesk covers items that were previously working and are not working or not working properly. Always keep ticket number and the name of the person you speak with for necessary follow up. NOTE: **Broken Mice & Keyboards** are replaced by helpdesk. Please keep info and report any issues with this process to Service Delivery Staff. Desktop printer issues may be phoned into Service Delivery at 2444 but will not be serviced. Replacement or alternative printing options will be reviewed.

Phone issues: Contact Switchboard at 2011 or e-mail **Monica Wilson** (Use this number for repairs, problems, requesting new lines or jacks) Include the following: Telephone # with trouble, Building #, Type of phone (name on the phone), Room #, Station # if phone has one, problem with phone, & contact person. When requesting LAN jack please place work order with Plant Operations to run the cable prior to requesting the jack be installed. Always request 2x2 when having new voice (phone) & data (LAN) jacks added.

Avatar Password Resets: Contact Unit Nurse Manager between 7:30 am & 5 pm or e-mail dbhdditappsupport@dbhdd.ga.gov. After normal business hours, clinical staff may contact Admission Office at 7006 for Avatar password resets. *Additional Avatar issues should e-mail dbhdditappsupport@dbhdd.ga.gov

New User Request or Computer Access Changes: Continue to fill out Access form and mail signed form to Service Delivery. Call 2444 with questions. Access changes include access to new software of specific folders and drives on our network.

Computer Equipment Moves: Fill out Computer Move request and submit to Service Delivery Staff. Call 2444 or e-mail EC_ServiceDelivery with questions. This takes approximately 30 days so allow time in planning.

Computer/Software Request: Continue to fill out Request for new Technology form and submit completed signed form to Service Delivery. Call 2444 or e-mail EC_ServiceDelivery with questions.

Avatar Reporting Needs: If you are in need of specific data for reporting from Avatar please contact Hospital Reporting staff, Karen Stiger, at 2446.

Work Therapy - Augusta Campus

The individuals in Work Therapy have developed multiple garden areas around the greenhouse and Work Therapy building this season and the first harvest is ready for sale. There are green peppers, hot peppers, and squash available on a first-come first-serve basis. Other produce that may be available in the coming weeks are: tomatoes, corn, watermelon, cantaloupe, strawberries, blueberries, and green beans.

Please come by from 9:30am to 11:15am Monday through Friday to make purchases, tour the garden area, or inquire about the current availability of produce when the individuals are here to assist you. This allows our individuals to practice customer service and positive social skills in-vivo. Please contact John Sapp, Elizabeth Schoultz, or Darryl Rowe in Work Therapy if you have any questions or if you need to make a purchase outside of those hours.

Thank you for your support of the individuals in Work Therapy!



Augusta Campus Community Reintegration Efforts

- The Community Reintegration Club (CRC) has continued to meet twice monthly to include on-campus experiences to promote self-directedness and build self-efficacy. On 6/4/15, individuals in the CRC participated in hosting a special speaker, a case manager from Goodwill. The individuals helped to set-up, greet, and hand-out flyers. This was a great collaborative effort between the Treatment Mall, Work Therapy, Activity Therapy, and Phoenix Center to give all individuals the opportunity to hear from this speaker. Thanks to Ms. Loretta Ray for coordinating this experience!
- Upcoming Community Reintegration Programming will include: an outing to volunteer at Paws in the Park on 6/13/15 and the GMH CRC on 6/18/15.
- On 6/25/15, all ECRH staff are encouraged and welcomed to attend a Grand Rounds presentation which will include further information about this Community Reintegration Program initiative.
- Please contact Bianca McIntosh (SW), Lauren Taggett (AT), Dr. Rollock, or Tiffany Snow (WT) for any questions about the Community Reintegration Program efforts.

Gracewood Post Office

Window Hours

M-F 10:00 am-12:30 pm

1:30 pm-4:30 pm

Sat 9:00 am-10:45 am



Visit the Gracewood Post Office today and ask Frank Deas about renting a Post Office Box!

HELP FIND MISSING CHILDREN



RCFCU Newsletter

June 2015

2048 Tobacco Rd.
Augusta, Ga. 30906

www.richmondcommunityfcu.org



*Max is ready to cruise into a lower rate.
Are you?*



Refinance your current auto loan from another financial institution with RCFCU, and we will lower your current interest rate by **2% APR***!

RICHMOND
COMMUNITY
Federal Credit Union

*Annual Percentage Rate. Rates as low as 2.99% APR. All Loans are Subject to Approval. Some Credit and Policy Restrictions May Apply.

Don't Worry... Be Happy!

Apply for a Worry Free Loan Today!

- No Credit Check Required
 - \$500.00 for 6 months
 - \$1,000.00 for 6 months
- *Must be a 5 year member, with 5 years on current job.

See a loan officer for more details!



*Getting ready for some fun in the sun?
Apply for a vacation loan.*

RICHMOND
COMMUNITY
Federal Credit Union

Amount: \$1,000.00
Term: 10 Months
Interest: 10% APR*

*Annual Percentage Rate. All Loans are Subject to Approval. Some Credit and Policy Restrictions May Apply.



Published Twice Monthly



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NOTICE Items for publication must be submitted in written form. The upcoming issue's deadline is June 23, 2015. All articles and notices submitted for publication in the East Central Regional Hospital Bulletin are subject to editorial discretion. Please contact the Bulletin editor if you have questions regarding editorial decisions.

Our Mission

The mission of East Central Regional Hospital is to provide safe, competent and compassionate services to persons with mental illness and/or developmental disabilities.

Our Vision

The vision of our Facility is to be a center of excellence in the provision of comprehensive, responsive and compassionate care for consumers and their families.

Our Values

East Central Regional Hospital is caring and therefore, responsive to our consumers, their families, stakeholders and our employees through commitment to our core values:

Integrity

Communication & Collaboration

Accountability

Recognition through Relationships

Empowerment through Excellence



Accredited
by
The Joint Commission

Campus Marquees

Deadline for submission of

JULY MESSAGES

June 23, 2015

Submit information to Skip Earnest

Gracewood Campus

Extension 2102

(Information must be submitted on or before the indicated date to be placed on Marquees for the following month.)

ECRH Jobs List

This is a list of job openings currently available at East Central Regional Hospital. For further information regarding these positions, please go to the DBHDD webpage at www.dbhddjobs.com.

[Activity Therapy Leader - Gracewood Campus](#)

[Auditor - Psychology](#)

[Auditor - Social Work](#)

[Certified Nursing Assistant - Lead](#)

[Clerical Worker - Hourly - Admissions](#)

[Client Support Worker - Community Integration Home](#)

[Client Support Worker - Gracewood](#)

[CNA - Skilled Nursing Facility](#)

[Dental Assistant](#)

[Director of Clinical Information Systems](#)

[Director of Maintenance](#)

[Financial Worker](#)

[General Trades Craftsman](#)

[Health Service Technician 1 - Augusta Mental Health Campus](#)

[Health Service Technician 1 - Gracewood Campus](#)

[Health Services Technician 2 - Augusta Mental Health Campus](#)

[Health Services Technician 2 - Gracewood Campus](#)

[Housekeeper](#)

[Housekeeping Team Leader](#)

[HVAC Repair Technician](#)

[Institutional Locksmith](#)

[Institutional Safety Manager](#)

[Legal Status Manager](#)

[Licensed Practical Nurse \(LPN\) - Gracewood Campus](#)

[Licensed Practical Nurse \(LPN\) - Augusta Mental Health Campus](#)

[Licensed Practical Nurse - Hourly/Part-time - Gracewood Campus](#)

[Licensed Practical Nurse - Hourly/Part-time - Augusta Campus](#)

[Lifeguards](#)

[Mechanic](#)

[Mechanic Foreman](#)

[Mechanical Trades Supervisor](#)

[Nurse Administrator - \(E/N\) Gracewood and Augusta Campus](#)

[Nurse Manager \(RN\) - Forensics](#)

[Nurse Manager - Gracewood Campus](#)

[Nurse Practitioner - Skilled Nursing Facility](#)

[Occupational Therapist](#)

[Office Manager - Switchboard \(Internal Posting\)](#)

[Pharmacist - Advanced](#)

[Pharmacy Technician](#)

[Psychiatric Nurse Practitioner - Augusta Mental Health Campus](#)

[Qualified Intellectual Disabilities Professional](#)

[Registered Nurse \(RN\) - Augusta Mental Health Campus](#)

[Registered Nurse \(RN\) - Charge Nurse - Augusta Campus](#)

[Registered Nurse \(RN\) - Charge Nurse - Gracewood Campus](#)

[Registered Nurse \(RN\) - Hourly/Part-time - Augusta](#)

[Registered Nurse \(RN\) - Hourly/Part-time - Gracewood](#)

[Registered Nurse \(RN\) - Gracewood Campus](#)

[Registered Nurse - Skilled Nursing Facility](#)

[Service Director/Charge Nurse - Gracewood Campus](#)

[Shift Supervisor - Gracewood Campus](#)

[Skilled Utility Worker](#)

[Social Service Worker - Hourly](#)

[Social Worker - Hourly](#)

[Steam Plant Operator](#)

[Work Instructor 1 - Gracewood Campus](#)