

St. Rita's In Step

Volume 44 Issue 01

St. Rita's Medical Center Employee Newsletter

January 02, 2009



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InStep Articles Must Be Submitted to Carole Dugan by Noon on Wed. for the next InStep.



From Spiritual Care

Jesus Christ offers us life in times of death and loss.

Submitted by Tom Niese

Blood Drive

Escape the Winter Blues

Give blood or platelets from Dec. 1 to Jan. 31 to win a trip of your choice worth \$2,000!



American Red Cross

The need is constant.
The gratification is instant.
Give blood.™

1-800-GIVE-LIFE | givelife.org



Sign Up For The Red Cross Blood Drive January 5 Auxiliary Conference Center 10:00 a.m. to 4:00 PM

Call Linda Chartrand at 226-9802 to schedule an appointment. The need is constant. The gratification is instant Anyone donating blood or platelets will go into a drawing to win a trip worth \$2000

Notify Human Resources Of Any Change Of Address by January 10

All employees that have a change of home address and have not submitted it to Human Resources please do so by Friday, January 10. This will alleviate any issues when SRMC mailings and W2's are mailed to employee homes.

St. Rita's Chapel Services

Jan 1, New Year's Day Mass at 7:15a.m.

Jan. 2 Noon Communion Service

New Year Closings

Most non-patient care areas will be closed on New Year's day and the day after. Check with your supervisor if you don't know your holiday hours. Please note the following:

Human Resources

New Year's Eve, **Dec 31 - office open 7:30a.m. - 1:00 PM.**

Closed Jan. 1 and 2.

Mail Room Closed Jan. 1. Open 7-11:30a.m. Jan. 2... No mail delivery

WWC and Wapak The WWC will be closed Jan. 1. The Wapak Imaging Center will be closed January 1 and 2nd.

Radiation Oncology Allison, Grand Lake and Bellefontaine

Open Sunday (before) through Wednesday, closed Thursday Jan. 1 and 2nd

Patient Reg. will be closed New Year's Day.

Health Resource Center closed , Jan 1 &2

Volunteer Department ... closing at Noon on Wednesday, December 31 re-opening on Monday, January 5.

Audiology will be closed Jan. 1st

The Property Management Department . Open New Year's Eve until Noon closed New Year's Day. Maintenance will be on staff before and after the holidays and are always on call.

Med Care... Closing at 2:00 PM New Years Eve and closed Jan. 1 and 2.

Cashiers will be closed Jan 1st, and Jan 2nd.

Patient Accounts closed New Year's Day with have minimal staffing on Dec 31, and Jan 2nd. Our Communications area will be staffed to take patient telephone calls.

Gift Shop Open 9-4 New Year's Eve ...Closed New Year's Day

Starbucks Hours New Years Eve 7 a.m.- 2 PM and closed New Year's Day

Walgreens Regular hours New Year's Eve and open 9 to 5 New Year's Day. Please visit Walgreens 24-hour pharmacy on the corner of Cable and Allentown Rd after hours.

Hand Hygiene

Hand hygiene is the easiest and most effective way to fight the spread of most infectious diseases! Proper hand hygiene can be done by one of two methods:

- Ø The first is by washing hands well with soap and water. You should rub, applying friction, on both sides of your hands and between your fingers. This should be done for at least 15 – 20 seconds. You can time yourself by singing one verse of "Old McDonald had a Farm" while washing. Dry hands with a clean paper towel and use a towel to turn off the faucet.
- Ø The second way to do proper hand hygiene is by using alcohol hand gel. Simply squeeze a dime-sized amount of gel onto your palm and rub hands together until dry. Once again, be sure to cover both sides of your hands and between your fingers.

Hand hygiene should be done **before and after** any patient contact. Patients and visitors are encouraged to remind staff to clean their hands before touching the patient if they don't see them do so when they enter their room.

It is also important for **visitors** to clean their hands whenever they enter a patient's room.

Remember: Hand Hygiene is the number one way to break the Chain of Infection!

Jan Shroeder, CNP Eastside Urgent Care, Praised



I just wanted to let you know that I took my son into Eastside Urgent Care on 12/20/08 to be seen for an ongoing chest cold. I was very impressed with the time and attention that Jan Schroeder showed to my son during this visit. She was very sweet and took the time to ask detailed questions about my son's symptoms. She also was very in tune to the fact that my son was currently not covered by insurance and gave us some economical options for medications he could take over-the-counter instead of prescribing expensive meds that he could not afford to get filled. I feel that Jan deserves to be acknowledged for her compassion and great bedside manner.

Angel Food Available For Purchase At Churches

Angel Food Ministries is a non-profit, non denominational organization dedicated to providing food relief to communities throughout the USA. It provides food purchased in large volumes to provide cost savings.

A box of Angel Food can be purchased for \$30 (a box retails anywhere from \$45 to \$75 with an average retail value of right around \$60). Products are high quality, "name brand" foods - never "seconds" or "day old type" products. Each month's food menu consists of both fresh and frozen items. There are no applications or qualifications, anyone can participate. Angel Food Ministries also participates in the U.S. Food Stamp Program, using the Off-Line Food stamp Voucher system. This ensures that the needy in your area are getting the maximum value for their grocery dollar, usually resulting in their receiving twice the amount of quality foods for their "food stamp dollar".

There are no qualifications, minimums, income restrictions, or applications. Everyone is encouraged to participate. Some churches even encourage participants to apply the money they saved to help someone else in need.

Food Can Be ordered from the following :

Grace Community Church, 4359 Allentown Road, Lima

Lighthouse Baptist Church, 900 West Grand Avenue, Lima

Lima Community Church, 2945 North Cole, Lima

Breakthrough Christian Outreach Center (Formerly: Christian Life Center) Van Wert

Harvest Assembly of God, West Leipsic

New Hampshire Church of the Nazarene New Hampshire

Spencerville Church of the Nazarene, Spencerville

St. Marys First Church of the Nazarene, St. Marys

For more information please go to the Angel Food website Limaangelfood.com.

For additional information on locations and ordering call 419-223-9646 Ext. 1406 or email at: angelfood@limacc.com

Gift Shop Birthday Discounts

Employees get a 20% discount in the Gift Shop when purchasing items on their birthday. You will need to show your driver's license.

Send a Get Well Greeting On-Line

With the new, free on-line greeting cards service, St. Rita's makes it easy to send words of cheer and encouragement to loved ones in the hospital. On-line greetings can be sent to any inpatient currently admitted.

To send an on-line greeting, visit www.stritas.org and select Family Services for instructions. When you have completed the simple form, click on "Preview Card" to view the card you have designed or "Send Card" to deliver it to the hospital.

Our volunteers will deliver the greeting. The greetings are printed and delivered twice a day, Monday through Friday. Please include the patient's first and last name, and if possible, the room number. Please keep in mind that the content of your on-line greeting is not confidential. It will be seen by the member of our volunteer staff who prepares it for delivery.

Number Of Yoplait Lids Collected Sets New Record

Kathy Kovacek, Radiology reports the total pink yoplait lids collected this year is 2,204... 203 more than last year. Thanks to all who helped especially to Kathy for again heading up the collection. Yoplait donates 10 cents per lid turned in to the Komen foundation to fight breast cancer.

Development Payroll Deduction Totals On January 8 Pay Stub

Employees who contribute to the Development Fund through Payroll Deduction will find their 2008 year-end total noted on the pay stub of the first pay in January 2009. **The January 08 pay stub should be kept as your record for federal income tax requirements.** Currently over one third of St. Rita's employees are donating to The Medical Center of the Future, and the Caring Committee through payroll deduction. If you are interested in becoming a member of St. Rita's Mercy Club, or other giving clubs, please stop by the Development Office on the third floor or call ex. 9044.

\$2.00 Movie Tickets For Wapa and Shannon Theatres Now Available Through Volunteers

Looking for a stocking stuffer and a family gift? How finding something fun to do that can fit in any budget? Tickets for the Wapa and Shannon movie theatres are now available through St. Rita's volunteer office. Tickets are only **\$2.00** each Both theatres show first run movies and also offer special discounted refreshments. A family of four can easily have an evening's entertainment including refreshments for under \$20.

New Attendance Policy Takes Affect January 4

On January 4, 2009 the new Attendance Policy will go into affect. The new policy has been sent to your message center by Sandy Carver. Please review the policy. If you have questions, please direct them to your Manager prior to January 4th so you are aware of the new standards.

Free Blood Pressures In Health Resource Center

St. Rita's Health Resource Center is now offering free blood pressure checks. Stop in and have your blood pressure checked, no appointment needed. The Health Resource Center is located in the Main Lobby. Free valet parking is available! Hours are 8 a.m. - 5 PM Monday through Thursday and 8 a.m. - 4 PM Fridays, closed weekends and holidays.

Tips From America On The Move

Don't let one slip knock you off track! If you've been less active or not eating as healthfully as you'd like to, use it as an opportunity to start fresh with renewed energy and enthusiasm. Remember to not feel guilty! One lapse won't prevent you from reaching your long-term health goals. Put it in perspective of a whole lifetime of healthy choices.

All K Tower Beds Must Be Returned By Jan. 5

All beds from the K Tower must be returned to their K Tower floor by Jan. 5. The K Tower floor is indicated on the footboard. Beds must be returned so the mattresses can be replaced.

Employee Mammogram Incentive Changing

After five years of providing special days for employees to get their mammograms, we are going to try something new in 2009. The Women's Wellness Center will *not* be holding their annual Beach Party in April or Fall Harvest in October. We have heard from many employees that they would love to participate on those special days, but it is too hard to get away from their work areas. In addition, other employees' annual mammogram time frames fall in between the special events.

In 2009, any employee who comes in for a mammogram at any of our four locations will be eligible for a monthly doorprize drawing. Simply show your ID badge when you come in and your name will be entered for that month's drawing.

The American Cancer Society, the National Cancer Institute and the American College of Radiology still recommend that women 40 years of age and older have an annual mammogram. If you have a strong family history of pre-menopausal breast cancer, you may consider starting at age 30.

Have A Safe And Healthy New Year

New Chef On Staff



Many staff members noticed our new chef assisting with the holiday meal. Nutrition Services Director Tonya Burnett says his name is Chef Ima Eatengood and he is an excellent addition to the staff. He is always on the job, never says the wrong thing and is very easy to get along with. He also has perfect attendance.

**Happy
New
Year**

More MAD Moments

**“Thawing Our Frozen Assets!” Nutrition Services 5S
Newly Certified Lean Leader: Ben Leonard (Congratulations!)
Champion: Tonya Burnett, Team: Tim Thomas, Phil Harris,
Jeff Lewis, Karen Taflinger, and Courtney Vance**

An opportunity to save some money in our Nutrition Services department was proposed by Ben Leonard. He took on the responsibility of ordering new food inventory and began to see that he often ordered food that was already here, it just was not seen in inventory due to the large amount of product that we stored in our freezer. Also, a great deal of food waste was realized when this type of product sat on the shelves too long.

Ben decided to tackle the project as a “5S”. 5S stands for: **“Sort”** which means to take everything out of the area. In this instance, Ben slowed the amount that was being ordered before the event to allow much of the stored food to be eaten first. Then **“Set”**, which means to arrange the area that the food will go back into and also to look at what food is there and get rid of what is not needed. **“Shine”**, is the part of the project in which the team goes in and makes everything spic and span! **“Standardize”**, is when the team creates and orderly environment to make it easy to find and order anything they need. **“Sustain”**, is the hardest part, keeping the food storage area neat and tidy and inventory under control. The area will be continuously monitored so as not to allow this to happen.

Congratulate Ben and his team for all of their hard work; they saved St. Rita’s \$15, 337 for the month of December! This project also allowed Ben to become a Certified Lean Leader. If you notice from the picture below, it took the team a while to thaw out! It’s really cold in there! Yet another excellent example of how each one of us are “Making a Difference”!



Cafe

High Street

High St Café News

The criteria follow the American Heart Association guidelines

- Meal is 500 calories,
- less than 30% of its calories from fat
- under 700 mg of Sodium

500 Calorie Healthy Habits Meal

Look for the Red Entrée.



Monday, Jan. 5th

- **Chili and Cream of Potato**

Tuesday, Jan 6th

- **Tomato Bisque and Chili**

Wednesday, Jan. 7th

- **Broccoli and Cheese or Minestrone**

Thursday, Jan. 8th

- **Potato and Leek or Chicken Noodle**

Friday, Jan. 9th

- **Tortilla or Chicken Noodle**

Sunday
Jan 4th

Grill: Double Cheese Burger
Entrée: Mac and Cheese

Monday
Jan. 5th

Grill: Bratwurst
Deli: Apricot Almond Chicken Salad
Sauté: Orange Chicken
Pizza: Cheese
Entrée: **Santa Fe Chicken**
Shells Florentine

Self Serve: Pasta Bar

Tuesday
Jan. 6th

Grill: Cheddar Jalp. Burger
Deli: Southwest Flatbread Melt
Sauté: Spicy Chicken
Pizza: Buffalo Chicken
Entrée: Fried Chicken
Bourbon Salmon

Self Serve: Potato Bar

Wednesday
Jan 7th

Grill: Reuben
Deli: Apple Tuna Salad Wrap
Sauté: General Tso's
Pizza: Supreme
Entrée: **Pepper Steak over Rice**
Homemade Mac and Cheese

Self Serve: Nacho Bar
***** AM Omelet Station**

Thursday
Jan. 8th

Grill: Teriyaki Turkey Burger
Sauté: Mongolian Grill
Deli: Smokehouse Panini

Pizza: Stromboli

Entrée: **Parmesan Tilapia**
Baked Ham

Self Serve: Yogurt Bar

Friday
Jan. 9th

Grill: Chipotle Chicken Queso.
Sauté: Sesame Chicken
Pizza: Cheese Bread
Deli: BBQ Chicken Wrap
Entrée: **Roasted Pork Loin**
Cannelloni

Self Serve: Breakfast Bar

Saturday
Jan. 10th

Entrée: Pot Roast with Vegetables