

# St. Rita's In Step

Volume 44 Issue 34

St. Rita's Medical Center Employee Newsletter

August 28, 2009



■ Register For iPay

■ Appreciation Picnic  
Sign Up By Friday 8/28

■ Tranquili-Tea  
Fundraiser

■ Reminder... SRMC  
Has CaringBridge

■ Menu

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



## From Spiritual Care

*Let me not beg for the  
stilling of my soul but for the  
heart to conquer it.*

*Rabindranath Tagore,  
Poet, Philosopher, Musician,  
Writer, Educator, Nobel  
Laureate*

*From Sr. Noel Frey*

## John Renner New CFO



John Renner has joined our team as Vice President and Chief Financial Officer. John has over 30 years experience in finance, strategic planning, and support services, in complex, integrated healthcare organizations.

He most recently served as Vice President/CFO at The Christ Hospital in Cincinnati, Ohio, a 550-bed not-for-profit hospital where he was responsible

for the financial operations infrastructure including revenue cycle management, strategic and budget management of operations, and financial performance growth.

John received his Master's of Business Administration from Mississippi College and his Bachelor's in Business Administration from Bowling Green State University,

John and his wife Barb (a native of New Bremen) have two grown children. Please make John feel welcome as you see him in the medical center. **Progress... Employees committed to quality**

## St. Rita's United Way Campaign First Report At 70%

St. Rita's employees are coming on strong with **\$94,893**, or 70% of our goal already pledged. Winners of the early bird drawing will be announced next week. ■ A second drawing will be held at the end of the campaign for employees who gave at least \$3.00 per pay (\$78/year),... prizes include a Nintendo Wii Video Game System, an iPod, gas cards, gift certificates, movie passes, etc. ■ Employees who gave at least \$6.00 per pay (\$156/year) will also be eligible to win an extra vacation day to use in 2009 or 2010.

Our Campaign ends Monday, August 31. Please make sure you get your pledge cards turned in to your manager or Human Resources by Monday. **Note:** you must return your pledge card even if you are not able to donate this year. Your support of the United Way is truly appreciated. **Mission**

## Joint Commission ...Infection Prevention is EVERYONE's Responsibility!

When the Joint Commission surveyors are here, have you ever wondered that they always seems to be interested in your hand hygiene practices? Or have you noticed that they watch when you enter an isolation room? Why do they care about this? Because they know that every employee who encounters that patient (e.g. nurses, respiratory therapists, radiology techs, social workers, nutrition ambassadors and so on) can affect the patient's risk of acquiring an infection in one way or another. Preventing infections is one of the key ways that we can help our patients to a more speedy recovery.

Some simple ways we can each prevent infections are to do hand hygiene before and after any patient contact. We must also follow isolation precautions closely. For Standard Precautions, which we use for ALL patients, wear gloves when there is a potential for contact with blood or other body fluid from the patient; wear a gown if you may soil your clothing; wear a mask if the patient is coughing. For Transmission – Based Precautions, wear the proper PPE depending on the type of isolation: Contact Precautions? Wear a gown and gloves. Droplet Precautions? Wear a surgical mask. Airborne Precautions? Wear an N95 mask or a PAPR. If precautions are not followed, you not only put yourself at risk, but you potentially also put your co-workers, other patients and your family members at risk because you may pick up the pathogen and carry it to other locations via your hands or contaminated clothing.

Everyone is always very careful about hand hygiene and following the correct precautions closely when the JC surveyors are here, but we must remember that our patients can become infected any day, and any hour of the day. Infection Prevention is a 24/7 job and it really is everyone's responsibility!

*Employees Committed To Quality... Know what's expected*

## CaringBridge Helps Families /Friends Stay Connected During Health Crisis

St. Rita's Medical Center makes it for families and friends to communicate with each other during a health crisis. From any computer within the medical center or from a personal computer with internet connection people can now know what's happening to a loved one through treatment and recovery.

Here's how it works:

- **From any computer with access to the Internet, go to [www.caringbridge.org](http://www.caringbridge.org)**
- **Click on "Creat a CaringBridge site" and follow the easy directions**
- **Tell your family and friends about your CaringBridge site**

CaringBridge is free and provides a private place for patients and their families to receive support, love and encouragement from the people who matter most. Since St. Rita's started with CaringBridge in February 2008, many families have been able to keep in touch during a health crisis... even if they live far away.

CaringBridge can also be accessed from St. Rita's website. Anyone who needs assistance creating their CaringBridge site can stop by the Health Resource Center in the lobby. *Mission*



## Family Appreciates Care And Respect

I just wanted to pass along a story of my dad's visit here recently. From the time he arrived in the E.R. he was treated with the utmost care and respect. When we were told the day after he was admitted to 3B that he had to have a triple bypass my family and I were understandably upset and concerned. All of his nurses that took care of him before the surgery to the nurses who took care of him on 4B afterwards were the epitome of professionalism and caring. Truly they expressed the core values. My family and I are all very thankful for the care all of us got here. Just wanted you to know that. Thank you.

*Recognition... Opportunity to do your best every day*



## AARP/Walgreens Wellness Bus At St. Rita's Aug. 31

The AARP/Walgreens Wellness Bus will be visiting St. Rita's on Monday Aug. 31 to provide free screenings from 10:00 a.m. until 5:00 P.M.. The bus will be in the parking lot in front of the main entrance. The free screenings are open to any adult and will include:

- Bone Density (heel screen)
- Blood Pressure
- Cholesterol (finger stick)
- Diabetes
- Waist Circumference
- BMI

Walgreens' health professionals will be on hand to explain the screenings and answer questions. Refreshments and give-aways will be provided throughout the day. More than \$140 worth of screenings per person will be available. Participants may choose any or all of the screenings. Some screenings will require fasting for best results. Additional health -related vendors will be located outside the bus

.The Wellness Bus is part of a nationwide wellness campaign sponsored by AARP/Walgreens Pharmacies said Brooke Roeder RPh, manager of the Walgreens at St. Rita's.

Walgreens will also be having a Friends & Family one day coupon on Monday Aug. 31. 15% off eligible store items and 20% off Walgreens and W brand products. Coupons are available at Walgreens. *Cares about me*

## Most Non-patient Care Areas Closed Friday Sept. 4 and Labor Day

The upcoming Labor Day holiday is on Monday Sept. 7. Most non-patient care areas will also be closed on Friday, Sept.4 Other areas will have reduced staffing due to an expected smaller census. Many employees will be able to enjoy an extended Labor Day weekend. If you are not sure about your area, please check with your supervisor.

*Cares About Me... Know what's expected*

### Special Labor Day Urgent Care Hours

Westside Urgent Care	closed
Eastside Urgent Care	8:00 a.m. to 8:00 P.M.
Delphos Urgent Care	Noon to 8:00 P.M.

**Upcoming Events**  
**Employee Appreciation Picnic** Sept.12 **Register by 4:30 P.M. Aug. 28**

**Shopping Excursion to Edinburg(IN) Premium Outlets** Sept. 26 **Seats still available on the second bus.**

**Employee Awards Banquet** Nov. 17

**Turkey Distribution** Nov. 20

**Employee Christmas Meal** Dec. 9

*Cares About Me... Recognition*

## Don't Forget Carry Out Pizza



To order your take-out pizza, call ext. 2293 between 2:00 PM and 6:00 PM Monday through Friday. Latest pizza pick up is 7 PM. Place your order and tell them when you would like to pick up your pizza. **16 inch large pizza up to 2 toppings \$10.99... Up to 6 toppings \$12.99.** *Note: There is no employee discount on carry-out pizza.*  
*Cares about me*

## Tranquili-Tea Benefit Sept. 15

Volunteer/Auxiliary, is hosting a benefit on Tuesday, September 15 afternoon starting at 1:30 P.M. to fund the Oncology/Medical Patient "Tranquili-Teas" hosted monthly by St. Rita's. The dessert tea and style show by Christopher & C.J. Banks will take place in St. Rita's Auxiliary Conference Center. Tickets are \$12 with \$8 being a tax-deductible contribution. Cancer survivors will be included among the models. Reservations may be made by sending your check to the Volunteer Resources Department by September 8.

### Mission

**Silver Lot Closed For Training Sept. 19-20** On Sat. and Sun. Sept. 19 and 20 the southwest corner of the Silver lot will be blocked off for LACP training.

### Development

## Tips From America On The Move

Blood pressure too high? Taking a walk can bring it down. Research shows that as little as 30 minutes of daily physical activity can help regulate blood sugar, promote well-being, and control blood pressure and cholesterol. Take just ten minutes, three times each day to walk or workout, and watch the health benefits add up!

### Cares About Me

## Dr. Jeff Godwin, Sleep Center Medical Director Moves On

Dr. Jeff Godwin, Medical Director of St. Rita's Sleep Disorders Center is moving to Pennsylvania to be near his daughter and future grandchild. His last Day will be August 28. Dr. Godwin joined St. Rita's medical staff in 1990. Under his guidance the first Sleep Lab was opened and became the area's first accredited Sleep Lab in 1996. In September 2006 after several expansions and relocations St. Rita's Sleep Disorders Center was accredited. Dr. Godwin has been Medical Director of the Sleep Lab and Sleep Center since their inception.

Dr. Godwin and his wife were born and raised nearby in Bellefontaine, Ohio. He attended Ohio State University and graduated with a degree in pharmacy in 1981. His Medical School training was at the University of Cincinnati and he did his residency in internal medicine at Miami Valley Hospital in Dayton. He finished his training in 1990 at the Medical University of South Carolina in Charleston.

Dr. Godwin has been active in endurance cycling since 1994 culminating in a ride across the United States from September 9 to October 6, 2006. We wish Dr. godwin well in his new endeavors.

Dr. S. Chanamolu, who is fellowship trained and double boarded in Sleep Medicine has accepted the position of Medical Director of St. Rita's Sleep Disorders Center.

### Progress

2009 JDRF "Walk to Cure Diabetes"



**Sunday, September 27 at 1:00 P.M.**

**Mark your calendars...** and join us as an **individual or team** to show support for the Juvenile Diabetes Research Foundation in their efforts to fund research to find a cure for type 1 diabetes. **Registration/pre walk activities begin at Apollo Career Center 12:30 P.M. with 5K walk scheduled to start 1p at Heritage Park on Rotary Walk path.** ONU students will provide activities and snacks will be available. **2010 diabetes camp scholarship(s) to be raffled for child in attendance.**

Sign up online at [jdrf.org](http://jdrf.org)...Dayton Chapter...website...Lima walk

**Need more info? Contact Health Management Group: Lorie ext. 5630 or Kris ext. 5632.**

### Mission

**The pay stubs provided on August 20 will be the last paper payroll statements. The new ADP iPay electronic stub is now the only way to receive your pay information. If you have not registered see below. Contact your manager if you need help.**

## ***How to Register on ADP iPayStatements***

To register for ADP iPayStatements you will need a current St. Rita's issued pay stub dated July 9, 2009 or later. Please have it available as you register.

1. Go online to <https://ipay.adp.com>
  2. Click on "Register Now"
  3. On the Welcome! Page click "Register Now"
  4. Enter your **Self Service Registration Pass Code** which is: **StRita-01** (please note this code is case sensitive) and then select next.
  5. Enter your first name, middle initial, last name, social security number and birthday in the areas provided and select next.
  6. "Section A" will go to iPayStatements. Under "Section B" select Pay Statement/Earnings Statement by clicking on the dot.
  7. You will then be prompted to fill in "Section C – iPay Information". Please disregard the sample ADP pay statement example shown and fill in the options as follows:
    - a. Next to "**CO:**" enter **PCSDFV**
    - b. Next to "**File:**" enter your employee number
    - c. Next to "**Number (Check/Advice #):**" enter the voucher or check number of your paystub (upper right hand corner of the stub/check)
    - d. Next to "**Pay Date (Check/Advice Date):**" enter the pay date of your paystub.
    - e. After all above information has been entered select next.
  8. Enter your name, email and phone number and select next.
  9. You are now on the "Enter Your Security Information" screen. Enter your city of birth, choose and answer two security questions from the drop down boxes and select next. The security questions will be used to verify your identity if you ever forget your user ID or password.
  10. You will now be shown your system assigned iPayStatements User ID (which will also be emailed to you) and you will be asked to create an ADP Services Password. Your password must contain between 8 to 20 characters and at least one letter and one number. Once you have created your password, select submit.
- Congratulations! You are now registered for ADP iPayStatements! You may choose to log on now (see "Login Instructions" below) or close out of the application.

### **Login Instructions for ADP iPayStatements (For use only after you have registered as directed above)**

1. Go online to <https://ipay.adp.com>.
2. Select the "Login" button.
3. A box will appear for you to enter your User ID (emailed to you after registration) and the password you created during registration and click "OK".

**If you have questions or concerns please contact the Payroll department (ext. 9406), Emily Rosebeck (ext. 4346) or Human Resources (ext. 9028).**

Know what's expected... Have materials and equipment

## First Rally Point River Ride on August 29th

**Cost: \$35 individual or \$85 per family includes lunch and t-shirt**

**Live music scenic routes** that take you through Lima's bike path and parks  
3 routes for all types of cyclists (20 mile, 50 mile, (100 mile,  
**free bike helmet** for kids! (while quantities last)  
rest stops with **food and drinks**  
**a great lunch cool t-shirt!**  
and finally a **recovery massage after the ride!**

**All this and 100% of your entry fee goes to support Rally Point Youth Center. Rally Point works with the Maplewood Learning Center which is part of Neighborhood Nurse Lisa Steinke's territory. !**

**REGISTER** on-line at [RALLYUP.ORG](http://RALLYUP.ORG)



Triumph Hospital is under construction. With a Renovated Entrance directly off of the E elevators and an expanded family waiting area, Triumph Hospital - Lima will have 26 private beds upon completion of the project featuring a 6 bed Intermediate Care Unit, currently scheduled to open for use in early October. Look for details and an Open House, coming soon!

## Medical Students Serve Clerkships

The following medical students will serve clerkships beginning **September 1, 2009** unless otherwise noted.

Kannan Samy 8/17~9/25	Family Medicine	T. Ignarski, MD
Lisa Gibson 8/24~10/1	PA/Emergency Med.	W. Tucker, MD
Sunil Mutgi 9/28~11/6	Family Medicine	W. Leahy, MD
Samer Dinno 9/1~9/30	Pharmacy	N. Ash, PharmD
Thomas Chambers 9/1~9/30	Podiatry	E. Miller, DPM
Trina Dhar 9/30~10/23	Surgery	C. Lucchese, DO
Carmen Quatman 9/28~11/6	Internal Med.	R. Wheeler, MD

## Time Out For Me Oct. 7 & 8

Registration is under way for Fall Time Out For Me October 7th and 8th.

In our fast-paced healthcare environment this is an important learning program that focuses on "spirituality in the workplace" and enhances healthcare workers skills to nurture body, mind and spirit.

It is vital to our mission —as we each seek to be a healing presence to those we serve... it is important to reflect on how we are tending to our own well-being. Time Out For Me offers time to reflect, learn and experience healthy living practices. If you have never attended, here's your chance or invite someone from your team to attend. Many have commented that attending Time Out For Me has helped them in both their professional and personal lives. It is what they needed to "replenish their spirit".

Participants must have manager's approval to attend. Register in Thinkwise

*Learn and grow... Development... Cares About Me...*

## Employee Wellness Assessment Has Begun

The Wellness Assessment is available for benefit-eligible employees through September 30. Remember, anyone who completes the 3-step wellness assessment process will receive \$50 cash, which will be added to the paycheck in October. Don't wait until the last minute.

*Know what's expected... Have materials and equipment*

## Rate Your Plate Challenge Ends August 31

The **Rate Your Plate** challenge ends August 31. All points must be submitted by September 14.

*Cares About Me...*

**Don't Forget To Register For iPay**



**Staff Appreciation Picnic  
Saturday, September 12, 2009  
Allen County Fairgrounds  
11:00 am – 6:00 pm**



**Everyone entering the fairgrounds must have a ticket.**

**Tickets will not be distributed at the gate.**

Meal tickets will allow you to go through the buffet line once. Hot dogs, hamburgers, veggie burgers, fries and beverages will be served in a separate area that does not require a meal ticket.

**Carryout meals will not be available.**

Also we will have rides, games, rock climbing wall and other activities to entertain everyone from toddler to adult. Carnival snacks such as cotton candy, popcorn and snow cones will be available throughout the day.

As a cost saving initiative, we will require a non-refundable registration fee of \$5.00 for an individual or \$10.00 for you and your immediate family to attend the picnic. No family will pay more than \$10.00 to attend. All proceeds benefit the SRMC Caring Committee. **Employees must come to Human Resources to register** and complete the payment process with payroll deduction being the preferred method but we will also accept personal checks. You will receive your ticket(s) when you register. If you payroll deduct, it will be reflected on your September 3, 2009 paycheck. **Registration begins on Monday, August 10<sup>th</sup> at 7:30 am and ends on Friday, August 28 at 4:30 pm.**

**Registration will be available in Human Resources:**

Monday through Friday from 7:30 am – 4:30 pm

Additional times to accommodate all three shifts:

*Tuesday, August 11 from 6:30 am – 7:30 pm;*

*Wednesday, August 19 from 6:30 am – 7:30 pm*

*Thursday, August 27 from 6:30 am – 7:30 pm.*

**Any reservation submitted after the August 28 deadline will require a \$ 5.00 late fee in addition to the registration fee.**

Additional tickets for grandchildren, neighbors, adult children or others you may want to bring are available and must be purchased in advance from Human Resources. Tickets are \$20 each and allow non-employees and guests the opportunity to enjoy all the picnic activities. Children age 3 and under are FREE.

**St. Rita's Medical Center  
is offering free  
Prostate Cancer Screenings**

**WHO SHOULD BE SCREENED?**

**Men should consider having a baseline PSA lab test and a digital rectal exam starting at age 40, especially if you are African American or have a strong family history (1<sup>st</sup> degree relative). If normal results, do not need another until age 45. If still normal, do not need another until age 50 at which time, have yearly.**

**Men between the ages of 50 and 75 should consider having a yearly PSA lab test and a digital rectal exam**

**(If you fit in one of the above, please contact St. Rita's Call A Nurse at 419-226 9000 or 1 800 437 4827 to schedule an appointment for the free screenings being offered at one of the following locations):**

**Tuesday, September 22, 2009**

**St. Rita's Putnam County Ambulatory Care  
601 US 224  
Glandorf, Ohio (8:00 am -11:30 am)**

**Friday, September 25, 2009**

**St. Rita's Allison Radiation Oncology Center  
803 West Market  
Lima, Ohio (1:00 pm -6:00 pm)**

**Tuesday, September 22, 2009**

**St. Rita's Delphos Ambulatory Care Center  
1800 E Fifth St.  
Delphos, OH (1pm-4pm)**

**Saturday, September 26, 2009**

**Lima Community Health Center  
441 East 8<sup>th</sup> St.  
Lima, OH (10:00am-2:00pm)**

**Thursday, September 24, 2009**

**St. Rita's Wapakoneta YMCA  
1100 Defiance Street  
Wapakoneta, Ohio (1pm-5pm)**

