

September 24,  
2004



# EMPLOYEE of the MONTH



**Viv Ida, RN** is well deserving of being chosen **Employee of the Month for July**. Viv came to the Sauk County Health Care Center in 1984 from the Chicago area finding Reedsburg a good place to raise a family. She and her husband, son and daughter love to camp, hike and ski. Viv started working night shifts and eventually moved to all the shifts on all the different units.

Viv especially thinks the volunteer program is what makes a difference for the residents and staff at the Health Care Center. Her daughter volunteered here through high school and is now a senior in college. She also notices the change in the community over the years and how they have become more involved with the activities and are supportive of the Health Care Center noting the many volunteers. The Safe Halloween Party and the Antique Vehicle Show are just some of the ways the community has become involved.

Her coworkers know Viv is a great asset to the nursing department because she is knowledgeable, a great team player and a resident advocate. Viv has enjoyed all her years here due to the wonderful people in all the various departments making everyone's job easier. "Our reputation of providing high quality care is well deserved," states Viv.

\*\*\*\*\*



"Wow!" was how **Jo Clement** expressed her reaction to being named **August Employee of the Month** for Sauk County Health Care Center. That is also how her fellow coworkers describe Jo. "She is a long time employee..., reliable and hard working..., organized and efficient..., whatever she does, she does well..., a real asset," are just some of the comments.

Jo exclaims "I like it here, I like the residents and the people that I work with on nights". Jo has worked here for 20 years and always on the PM shift.

Jo was born in Richland Center and worked at a variety of jobs. One of them was the midnight shift at Badger Ordinance. "I met my husband at 2:00 in the morning on that shift," states Jo. "My machine wasn't working right so my supervisor put me on one in Grant's area. We were married a year later!" They now have 3 grown children and 3 grandchildren.

Jo spends her non-working hours making all kinds of crafts out of wood, dish towels and refrigerator magnets to name just a few. She sells these at flea markets all through the summer and at 4 big craft shows.

Please join in congratulating Sara Hess on receiving the Employee Attendance Award for August. Sara will receive \$20. To be eligible an employee must have perfect attendance for the month chosen—pre-authorized time off is OK, but not call ins. All employees are entered in the drawing.

## Upcoming Events

October 2	Alzheimer's Walk	October 21	Fire, Health and Safety
October 5	Department Head		Nurses Meeting
October 6	Medicare	October 22	Quality Assurance
October 7	HCC Meeting		CNA Meetings
October 8	Employee Appreciation	October 24	PAYDAY
	PAYDAY	October 26	Safe Halloween
October 11	COLUMBUS DAY	October 27	Department Head
October 12	Department Head		Medicare
October 13	Medicare		Pizza Hut Lunch
	Pizza Hut Lunch	October 28	Halloween Dance
October 16	National Bosses Day	October 31	HALLOWEEN
October 19	Department Head		
October 20	Medicare		



### October Employee Anniversaries

Rebekah Krayner	1 yr	Sherry Karstetter	10 yrs
Lorraine Bertrang	2 yrs	Deb Steinmetz	11 yrs
John McCarthy	2 yrs	Joan Leak	15 yrs
Jennifer Verthein	2 yrs	Jo Clement	20 yrs
Marietta Rick	3 yrs	Rita Lomasney	23 yrs
Paula Thurber	3 yrs	Kelly Mueller	24 yrs
Jodie Mittlesteadt	4 yrs	Ellen Connor-Andres	25 yrs
Lara Rabuck	5 yrs	Anita Pagel	26 yrs
Mandi Drea	7 yrs	Teresa Kile	27 yrs
Michelle Heiser	10 yrs	Emily Schroeder	29 yrs

### Welcome New Employees



Hello, my name is **Laura Borkenhagen**. I'm working here as a CNA. I'm going to school to be an LPN. I'm a mother of 5 and grandmother of 3. I love to spend time with my family.



Hello, my name is **Sara Bodendein**. I am going to be working as a Casual CNA. I like to travel around Wisconsin and other states. I am currently a student at MATC-Reedsburg and hope to either be an RN or Social Worker. I look forward to meeting everyone and having a good time.



Hi, my name is **Tanya Hanson** and I will be joining your staff as a CNA. I have a cat named Azreal. I recently moved to the area and look forward to meeting you all.

We would like to sincerely say "Thank You" to each of you who came to our rescue during the huge water emergency we had on first floor. The effort shown was what "working as a team" is all about. You all are unsung heroes and our hats are off to each of you! Thanks Again!

Ron Birdd and Bill McClary

### Laundry Worker's Recognition Week

The main function of the laundry department is to clean linens and clothes for resident use. In 2003 we processed over 431, 000 pounds of laundry.

We have a staff of six employees and operate every day including holidays. There are four washers and three dryers. Duties include: picking up soiled laundry from the floors, sorting laundry, loading and unloading washers and dryers, folding and filling carts with clean linens, deliver and restock linen carts on each unit, hanging and folding resident's clothing, return clothes to resident's rooms, disinfect isolation linen, and keep equipment and work area clean. These tasks are done on a daily basis.

The laundry department also does laundry for other departments including housekeeping, kitchen, therapy groups and the beauty shop. We also do some things at irregular times such as wash privacy curtains, prepare special linen, mark linens and resident clothing, and provide donated clothes for residents in need. Linen inventory is conducted twice a year to maintain par levels of clean linen on each unit.

Tom Renzelmann, Laundry Manager

**THANKS TO THE LAUNDRY DEPARTMENT FOR THEIR HARD WORK!**

The Housekeeping staff at Sauk County Health Care Center is comprised of 7 full time and 4 part time employees including Dean Alt, Jo Clement, Heather Luke, Bette Moon, Kathy Rachuj, Linda Raspiller, Denise Smith, Wanda Terry, Rick Tourdot and Jessica Woodruff. Ron Bird is the Manager. The department also has three dedicated volunteers in Kate Deitelhoff, Marlene Riggs and Delores Sanders. Staff are on duty from 6:00 a.m. until 11:30 p.m. on weekdays and from 6:00 a.m. until 2:30 p.m. on weekends, 365 days a year.

The Housekeeping staff take care of all cleaning of the public areas and resident rooms and restrooms. All supplies are unloaded and transported to different departments by the housekeeping staff. Party and special event set up and take down is done by this department as well as collection and disposal of medical and biohazardous waste, stripping and waxing floors and window washing. In addition to overseeing all of the above areas Ron is responsible for ordering housekeeping supplies and hospital linens; arranging for plaster repair and painting in the facility as well as the rental units; ordering furniture, flooring and window coverings for all areas of the facility; and moving resident furniture and belongings from room to room as it becomes necessary.

The main mission of the department is to maintain a clean, safe and orderly environment in which the residents, clients and employees live and work.

To celebrate their special week, a potluck was held on Wednesday, Ron and staff made homemade pies for all employees on Thursday, and had word search and guess the beans in a jar games with prizes for the winners.

**Thank you, Housekeeping Staff for all the hard work and by the way, the pies were delicious!**

### **SUGGESTION BOX REPLIES**

There were several suggestions left written in red on the same piece of paper with no signature, so I will answer what I can but I could use some more information with some:

**"We would like big coolers with scoops so when we fill the big water pitchers in the resident's room there is enough ice to go around."**

Do you mean the big coolers you take on picnics to put food in? There are some with wheels on them, or just bigger containers to put ice in and carry around on the cart? If you had an example, that would help too. This is a good suggestion and you could just leave me a voice mail or note.

**Request off slips-vacation holiday forms "make triplicate copy to verify that we submitted the form to personnel".**

Personnel will look into pricing triplicate paper or another option may be a date stamp that would go through all the copies. Any input on this would be appreciated. Could you let me know what the problem is specifically? That would help with the solution. I want to make sure what is fixed is what is broken and not just what I think the problem is.

**The extra roll of toilet paper getting soaked and thrown away-I have to apologize for not following up on this before.**

I got mixed messages as to how much of a problem that it is. It isn't feasible at this point, to install shelves in every bathroom considering the future plans to build. It is something to keep in mind for new construction. Would it solve the problem to not put any extra rolls in the room? Could they just be kept in a central location or under the sink or something? I could use some response on this.

**"We need walkie talkies to communicate to nurses to avoid the PA"** I am not sure who is communicating to whom from this suggestion, or if by PA you mean the overhead or the in-room system. I can only imagine how disruptive the noise is. The walkie talkies could mean many systems, but nursing would have to carry them. There have been many issues talked about regarding this and no good options have been discovered. The nurses have cell phones to cut down on the paging and not getting to the phone. Much of the electronic fixes don't work in this building. Some considerations for new construction and nurse call systems have addressed this with lights and buzzers the nurses carry, like personal body alarms. We will continue to look at alternatives and if you see any options please let us know.

Thank you for your suggestions. I will follow up with these when I get more information.

-jeanne

To nominate a staff person for **Employee of the Month** pick up a yellow nomination form by the time clocks and indicate why you feel the employee is deserving. Nominations may be placed in the Suggestion Box by the Employee/Ambulance entrance. Eligible nominees will be put on the ballot for voting the first payday of the month when checks are picked up. Ballots are available in the Personnel Office on Thursday from 12:00 to 4:30 for voting if you are unable to vote on Friday. In addition, if a NOC shift person is chosen as Employee of the Month, they will receive 2 free movie passes since they are not able to use the free meal tickets.

**Learn more about planning for your retirement!**

**Jim Risgaard** will be here to answer your questions regarding your deferred compensation plan on Tuesday, October 12th from 1:00—4:30 p.m. in the Conference Room.

**Benefits Design Representative Here!**

Dan Netwall will be here on Tuesday, September 28, 7:30—9:30 a.m. in the Canteen.

Appointments for either of the above people may be made by contacting the Personnel Office.

**SWEETEST DAY ROSE SALE**

The SCHCC Benefit Club Foundation is again selling roses for Sweetest Day. The roses are one dozen for \$15.00 and come in a variety of colors. (You may also order 6 roses for \$7.50). As an added attraction this year, we will be offering a small quantity of "other" flowers in a bouquet if you do not prefer roses. The cost again is \$7.50 for 6 flowers and \$15.00 for a dozen. Orders must be in by Tuesday, October 12 and will be delivered to your department on Wednesday, October 20. Please contact Liz Miller for ordering at ext. 7526. The money raised is used for resident equipment and programming at the Health Care Center.

**Safe Halloween** is once again being planned as a Community Event. The little goblins will be here on Sunday, October 24 from 1—3. Plan on bringing your little ones here on that afternoon for a fun/safe afternoon of Trick or Treating. If you would like to donate candy/money, sponsor a room, or volunteer for the afternoon please contact any A.T. staff person.

**DEFINITION OF SPONSORING A RESIDENT ROOM:**

Your donation of \$25.00 allows the residents in that room the joy of handing out candy to the many trick or treaters during Safe Halloween. Each room will receive a large bucket of treats purchased with your donation. Feel free to go in with a group to share the cost of sponsoring a room. Please have your donation in by October 15 to Margaret.

