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Kudos to You

Many thanks to Amber Taylor and Angie Bale for their effort in training a coworker. Thank you ladies. - Suzanne Craig

Congratulations to the Daviess County CIA’s. Tina Postlewaite, Gail Wiggington, Stephanie Bivins, and Angie Bindert were caught in the act of positivity. Tina was the winner of a $5.00 Subway gift card in September. Tina was nominated for making sure the clinic had ER supplies and labeling the doors for convenience. Lean Thinking!! Way to go Tina!

Congratulations to GRDHD for receiving another perfect audit! Special thanks to Laurie Heddleson, Mina Desai, Sarah Davis, Mary Dowdy and Veronica Stallings for their role in keeping our organization's financial matters in order! Also congratulations to Daviess County Staff for receiving a perfect score in the review of income assessment section of the audit.

Director’s Message

Recently, you received notification of an employee survey. This survey is being sent to all employees as part of an Internal Assessment of the Green River District Health Department. Although we have been thoughtfully working toward Public Health Accreditation for many years…this is officially the beginning of our Public Health Accreditation Process! On November 21st, 2011, Green River District Health Department Supervisors will meet at WKU-Owensboro Campus to strategically plan for the future of GRDHD and will incorporate the survey results into the plan. The Kentucky Appalachian Regional Training Center (KARTC) will facilitate the November 21st meeting and summarize the results of the survey.

The other components of Public Health Accreditation include a Community Health Assessment and a Community Health Improvement Plan. The Community Health Assessment piece will begin after the first of the year and we plan to use the MAPP process in building the Community Health Assessment. Again, KARTC will help us facilitate the process and lead community forums in each of our counties to help build the Community Health Assessment. Many community partners will be invited to participate in the forums to help us gather as much information as possible. I hope many of you will have the opportunity to participate as well!

It’s hard to believe this is the last Gazette of the year and that 2012 is just around the corner! As we move toward the Holiday Season I want to thank you for the work you do to help the Green River District Health Department achieve our mission. I wish you and your family a wonderful, safe Holiday Season and a very Happy and Healthy New Year! - Debbie

GRDHD Mission...

To improve the quality of life by promoting, protecting, and enhancing the health and well being of the public
In Season: Pumpkins!

I love this time of year……the crisp weather, hay rides, the smell (and taste) of apple cider, caramel apples, and pumpkins. These are all synonymous with fall to me. We always take our kids to a local pumpkin patch so they can pick out their own pumpkins and we can delight in some fresh fudge. It’s beginning to sound like I just like the food!

Many of us decorate pumpkins this time of year, but don’t forget to add them in your meal plan this fall. You can serve pumpkin as a side dish or use it in soups, casseroles, pastas, muffins, pies and cakes. Instead of throwing those seeds out, why not toast them? They are crunchy and delicious, plus they are a good source of protein, zinc, magnesium and potassium. While all the varieties of pumpkin are edible, some are better for eating than others. Those with bear, cheese, Pamela or sugar in the name have a sweet, rich flesh. Pumpkins used to make jack-o-lanterns tend to have thicker skin and more watery flesh. Pumpkins provide a good source of vitamin A and are versatile for cooking. You can ask at your local grocer or farmer’s market about finding the right pumpkin for your activity. At the pumpkin patch I just saw a sign that said “pumpkins for cooking/baking.” Easy enough.

Here are some tips from the American Dietetic Association on ways to eat more pumpkin this fall:

- **Pumpkin smoothie.** Mix together pumpkin, fat-free milk, frozen vanilla yogurt, a dash of pumpkin pie spice of cinnamon in a blender.
- **Pumpkin pizza.** Sauté pumpkin and your other favorite veggies, then place on whole-wheat pizza crust drizzled with extra-virgin olive oil and your favorite spices.
- **Pumpkin oatmeal.** Add fresh cooked or canned pumpkin to your morning oatmeal.
- **Pumpkin muffins.** Add fresh cooked or canned pumpkin to your favorite muffin batter.

-Tricia Foster

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United Way Recap - And the winner is…

**Drawings were made today. Here are the results:**

- **Debbie Davis** School Health $100
- **Angie Bindert** Daviess County Clinic $75
- **Mary Sinnett** Daviess County Clinic $50
- **Tricia Foster** Nutritionist $15
- **Sandy Barbour** Adult Day Care $10

Congratulations to the winners. Please contact Linda Wahl.

This United Way campaign we had 60 contributors for a total of $7,323. This is less than last year’s pledges of $8,599, but last year had 20 more donors. We have fewer full time employees this year than previous years which may account for changes. Thanks to all who were able to make a pledge during this difficult economy. Times are very tough as we all know. The generosity of the Green River District Health Department is amazing. Each one of you should be proud that you are helping people in all our counties have a healthier, safer, more productive life.

If you decide you do want to make a pledge for next year, please contact Human Resources for a form. A form must be completed each year in order to give.
And the Winners are…
Yes, the drawings were held for the winners of the September Preparedness crossword puzzle. We heard from many of you that this year’s game was way too hard and not to ever do crosswords again. Trust me; I’m sure we will come up with something unique for next year.

The goal was to get you to think about preparedness as it specifically related to fires. I hope you took some time to review the materials our team provided AND set up a plan for you and your loved ones. Remember, we are here to help you if you need it – just ask!

The winners of the fire extinguishers are:
Daviess – Brenda Hagan
District – Lisa Paul
Hancock – Fay Dean
Henderson – Jeanne Hardy
McLean – Kelly Hodges
Ohio – Jane Weedman
Union – Linda Daugherty
Webster – Michele Rushing

You may stop by my office or I will try and get these out via interdepartmental mail. I have the winners’ names on the prizes.

Thanks to all who participated!
Keep Smiling! - Angela Woosley

Department News - Union County

A Star Among Us
Walk into our Union County office and you may get to meet an artist on the rise! Toni Pierson, Account Clerk III is a vocalist with the Christian group “Kerusso Band”. Toni has been with Union County for a little over a year, but her bright personality is felt by all that meet her. We are very proud of her and her band for being signed to a label this year. Their first album is titled “Let the Fire Fall”. Check out the band and their album on their website www.reverbnation.com/kerussoband#!

Department News - Preparedness

QR CODES
Do you know what this is? Created in 1994, the Quick Response Code (QR) has recently surged in popularity due to smart phones. Any app-based phone with a camera will work. Simply boot (or download) the QR app, take a picture of the code and let your phone do the work! QR codes store much more information than traditional barcodes and they can be read from any direction making them a great marketing tool. QR codes may include information about products, events, people, businesses and organizations. Some have contact information you can download to your address book instantly! Others have links to websites or other multi-media content. Many provide coupons, discounts, advertising or other pertinent information.

Department News - McLean

A Star Among Us
Walk into our McLean County office and you may get to meet an artist on the rise! Toni Pierson, Account Clerk III is a vocalist with the Christian group “Kerusso Band”. Toni has been with Union County for a little over a year, but her bright personality is felt by all that meet her. We are very proud of her and her band for being signed to a label this year. Their first album is titled “Let the Fire Fall”. Check out the band and their album on their website www.reverbnation.com/kerussoband#!
It’s that time of year again; Christmas is right around the corner and we at Compassionate Care are getting ready for the season. Our clients are looking forward with great anticipation to their Christmas party, which will be held on December 16, 2011. The ADC staff are acting as Santa’s Helpers to ensure that our clients will have a Merry Christmas and a successful party on their big day. We would like to take this opportunity to ask all departments of the Green River District to assist us as you have so generously done in the past. We are accepting donations for Christmas presents for our clients who range in age from 23 to 96, so the possibilities are endless. Items such as clothing, toys, puzzles, crayons, coloring markers, games, CDs (Country music, “Oldies”, Elvis), and DVDs, for example, do not have to be new but should be in good condition. If you have any items you would like to donate, please drop them off at ADC or call us at 852-2900. Your generosity will be greatly appreciated!

Congratulations to Meredith Griggs from Henderson County Health Center. Meredith was chosen from a random drawing of correct responses to the contest question in the last issue of the Green River Gazette.

Question: What percent of all fire deaths occur in homes?
Answer: at least 80%

Social Media Series: Part 1

Social media has become a part of our everyday life; whether we post often on Facebook, tweet on Twitter, chat on Google Plus or listen to our family discuss what is happening on these social media platforms. The health department currently uses some of these platforms to evoke interest in our services and dispense information to the community. In the next few months employees will be hearing a lot about social media as it relates to your employment. To start us off we will look at patient confidentiality, misunderstandings of social media and some things to avoid.

Posting on social media platforms is NOT private. When you are connected with other people on Facebook through being a friend or a friend of a friend, etc., your private communication becomes public. Do not post any information, including images, about a patient or their past, present or future physical or mental health. Confidential discussions of patients do not exist in the social media world even if they are not identified by name. The information can simply lead someone to believe it is a certain individual. Because social media posts are in real time, we do not stop to consider the ramifications of the content of our message. Maintain professional boundaries at all times. Social media usage terms are very broad and should be read carefully. Stay tuned for more activity and information on the world of social media. - Veronica Stallings

See Page 12 of this issue for your chance to win a Subway gift card!!
In remembrance of 9/11, the Green River Health District MRC (KY) recently assembled and distributed U.S. troop care packages to troops overseas during September 2011. “Operation Shoebox” raised collected more than 3,700 items for troops. Unit coordinator, Margaret Hibbs says, “In doing this service project we wanted to first, find a way to honor those that had perished in the 9/11 attacks, but also rekindle the spirit of unity and compassion that was seen on that day and for so many months afterwards. We also wanted to find away to productively pay tribute to those who are protecting our boarders still today – to help provide to them some comforts, show them our love and support!”

Operation Shoebox was created after Hibbs was speaking with other MRC volunteers and it came up in discussion that one of the volunteer’s daughters was serving in Iraq and whenever she was sent goody packages, she would end up with only half a bite of one cookie because so many troops were longing things from home. From this story, came about the 9/11 day of remembrance unit service project idea, which prompted the unit to participate in Operation Shoebox.

For six weeks, the volunteers collected more than 3,700 items including 700 oz. of hard candy, 60 hand-written cards, postage money, and volunteers spent many hours sorting and assembling the boxes and postage. The money and goodies were donated by hundreds of people, from multiple churches, an elementary school, the Ladies Auxiliary, Old National Banks, Marine Corps League, Region 3 Partnership and many other groups. Operation Shoebox also received publicity through the local newspaper and earned a radio spot at one of the local radio stations.

All in all, sixty boxes were sent to the troops overseas in Iraq and Afghanistan, and also one box was sent to California. Hibbs says, “I received a call from a grandmother stating that her grandson had already been sent back to the states, he was in a hospital in California because he lost his leg in the line of duty. She said he was having a really hard time and asked if we could send him a box and I said ‘absolutely!’ We filled his box extra full and had a group of youth write him a special card.”

Two weeks after sending out the first shipment of boxes, PFC Patrick Barr wrote back saying "I just wanted to say thank you so for the care package, it really meant a lot seeing as how the tour is finally coming to a close. Its nice to know that people still support the troops and still are willing to go out of their way to show it and for that I thank you again."

-Margaret Hibbs
When we think about the fast approaching holiday season, we often think of the shopping, the cooking, the parties and just the right gifts. But do you consider Preparedness, well why not!

This is a great time of year to discuss with your family and loved ones, what you could do during certain emergencies or disastrous situations. Fires are always a known threat, especially during the cold winter months. It is common to hear on the news about a tragic fire that was started because of frying a turkey, having a dried out Christmas tree, improper use of decorative lighting and extension cords, and misuse of portable heaters…just to name a few. Don’t let this happen to you or someone you love! Plan! Prepare! Celebrate!

Get a plan written! Discuss escape or evacuation routes, safety zones for weather threats and how you could manage to communicate. Pay attention during the holidays for hazards that could get you quickly into trouble. Think. Plan. Take Precautions.

Get prepared! Consider the gifts that you will be purchasing during this holiday season. The holidays are a great time to give important, inexpensive gifts that say: ‘I care!’ and reduce risk exposure for friends and loved ones. Give a gift that can save a life - what a wonderful way of welcoming in 2012.

- NOAA Weather Radios and extra batteries.
- Enrollment in a CPR or first-aid class.
- Smoke detectors.
- Appropriate fire extinguishers (kitchen, garage, car).
- Disaster kits for homes, offices and autos (first aid kits, food, water and prescription medications for 72 hours, extra clothing, blankets, flashlights).
- Foldable ladders for second-story escape in a fire.
- Car kits (emergency flares, shovels, ice scrapers, flashlights and fluorescent distress flags).
- Pet Disaster Kits (food, water, leashes, dishes and carrying case or crate).
- A camp stove with extra fuel.
- National Flood Insurance.

Stocking stuffers such as whistles, flashlights, change holders, extra toothbrushes and toiletries, can openers, etc. would be nice surprises to find in your Christmas stocking. The Emergency Preparedness team has FREE brochures that provide easy step-by-step guidance on how to build your own preparedness kit.

Celebrate! The adage applies: any steps you take in a positive direction with emergency planning, is better than not doing any planning efforts at all. Celebrate that YOU are making a difference for those you love.

Are you considering a new year’s resolution? Why not make preparedness a part of you everyday life? As you learn more about preparedness, you gain knowledge of the many tasks you need to do to get better prepared for all types of hazards. Interested in learning more? Talk to anyone on the Preparedness Team – we will be happy to help you!

Take the message to heart…it could save a life.

Angela Woosley
Regional Training Coordinator
Have Diabetes? A Flu Shot Could Save Your Life!

Do you need a Pneumococcal (Pneumonia) Shot, too?

Did YOU Know That...

Flu seasons are unpredictable and can be severe. Over a period of 30 years, between 1976 and 2006, estimates of flu-associated deaths range from a low of about 3,000 to a high of about 49,000 people. For people with diabetes, the flu can mean longer illness, hospitalization, or even DEATH. Only about one half of Kentuckians who have diabetes get the recommended “seasonal” flu shot and/or pneumococcal (pneumonia) vaccine. You cannot catch “seasonal” flu from taking the flu shot because the vaccine is not a “live” virus.

Ways YOU Can Prevent the Flu...

Get a “seasonal” flu shot every year!
Avoid close contact with people who are sick.
Stay home when you’re sick to prevent others from catching your illness.
Cover your mouth and nose with a tissue when coughing or sneezing.
Wash your hands often to help protect you from germs.
Avoid touching your eyes, nose or mouth when you or others are sick. Germs are easily spread by touching contaminated objects and then touching the eyes, nose, or mouth.
Practice other good health habits. Get plenty of sleep, be physically active, manage your stress, drink plenty of fluids, and eat healthy food.

YOUR Diabetes “Seasonal” Flu Vaccine Guide **

People with diabetes (6 months old or older) should receive a yearly “seasonal” flu vaccine as soon as the vaccine becomes available each fall.
Children with diabetes under the age of 9 who get the “seasonal” flu vaccine for the first time should get 2 doses at least 28 days apart.
People with diabetes SHOULD receive the “seasonal” flu vaccine (inactivated) and SHOULD NOT receive FluMist® or intranasal (live) flu vaccine.

**NOTE: If YOU have egg allergies or have had other allergic reactions — check with your physician before receiving any flu vaccine.

People with Diabetes who become sick with the flu...

Should see their health care provider as soon as possible and ask about using antiviral drugs (like Tamiflu or Relenza) preferably within 2 days after becoming ill.

YOUR Diabetes Pneumococcal (Pneumonia) Vaccine Guide

Adults and children (age 2 or more) with diabetes should receive a pneumococcal polysaccharide vaccination (PPSV) against pneumococcal disease (pneumococcal bacteria can cause pneumonia).
A one time pneumococcal revaccination may be recommended for people with diabetes older than 65. Discuss the need for this revaccination with your health care provider.

Contact YOUR Health Care Provider, Local Health Department or Pharmacy for Date, Time, and Place of FLU and or PNEUMOCOCCAL (Pneumonia) Vaccine Administration!

**World Diabetes Day 2011 — November 14th**

Act on Diabetes. Now.

The World Diabetes Day 2011 campaign marks the third year of the International Diabetes Federation's five-year focus on "Diabetes education and prevention," the theme chosen for the period 2009-2013.

2011 is a milestone year for the over 300 million people living with diabetes.

With the first-ever UN High Level Meeting on Non-Communicable Diseases (this includes diabetes) in September, World Diabetes Day will provide the platform to cement the decisions and outcomes coming from global decision-makers. At the same time, World Diabetes Day will provide impetus and inspiration for the diabetes community when they gather for the World Diabetes Congress in Dubai in December.

WHO estimates that more than 220 million people worldwide have diabetes. This number is likely to more than double by 2030 without intervention. Almost 80% of diabetes deaths occur in low- and middle-income countries.

Five key messages have been developed for the 2011 campaign:

- Diabetes kills: 1 person every 8 seconds, 4 million people a year around the world.
- Diabetes does not discriminate: all ages, rich and poor, all countries.
- Diabetes can no longer be ignored: 4 million lives lost a year, 1 million amputations a year, millions lost in income and productivity.
- Life-saving care, a right not a privilege: education, medicines, technologies.
- Choose Health: demand healthy food and environments, keep active, eat well. You can make a difference.

Visit [worlddiabetesday.org](http://worlddiabetesday.org) for more information.

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**Kentucky Educational Television Airs The New Face of Diabetes**

Health Three60, the newest health series on Kentucky Educational Television (KET), premiered September 12. This series of hour-long programs presents three sides of an issue in 60 minutes through a mix of studio and documentary segments. The first episode, "The New Face of Diabetes," examines the soaring rate of type 2 diabetes, its causes, controls, and prevention. Viewers can view the program anytime at [www.ket.org/health/healththree60-diabetes.htm](http://www.ket.org/health/healththree60-diabetes.htm). For more information, contact Janice Haile at the Kentucky Diabetes Prevention and Control Program (janice.haile@ky.gov).
With nearly 26 million children and adults in American living with diabetes, and another 79 million at high risk for developing type 2 diabetes, the disease is taking a devastating physical, emotional and financial toll on our country. Yet, most Americans don’t consider diabetes a serious matter. They feel it is someone else’s responsibility; someone else’s problem.

Recent numbers by the Centers for Disease Control and Prevention paint a desperate situation of where we are now, and where we are headed:

- Every 17 seconds, someone is diagnosed with diabetes in the US.
- Diabetes kills more people each year than breast cancer and AIDS combined.
- Recent estimates project that as many as 1 in 3 American adults will have diabetes in 2050 unless we take steps to Stop Diabetes.

Now is the time to act.

**Become Involved in American Diabetes Month® 2011**

November is American Diabetes Month, a time to rally individuals, communities and families to Join the Millions SM in the movement to Stop Diabetes®. This year, the American Diabetes Association is asking individuals to take a pledge and raise their hand to Stop Diabetes.

Beginning November 1, the public can take action by taking the American Diabetes Month pledge on Facebook. Here are other ways you can become involved:

1. Attend an American Diabetes Month event in your area
2. Visit www.stopdiabetes.com
3. Call 1-800-DIABETES
4. Text JOIN to 69866 (standard data and message rates apply)

Locally, in our district, we have the following diabetes activities sponsored by the local health departments, Green River District Health Department, the Kentucky Diabetes Prevention & Control Program, the Daviess County Diabetes Coalition and the Henderson County Diabetes Coalition.

**November**  
American Diabetes Month — Packets for all local health departments to display during the month.

**November 1st**  
Diabetes Expo & Panel of Experts — Owensboro, KY  
UK Extension Office *(for patients & families)*

**November 2nd**  
“We Can” — “Ways to Enhance Children’s Activity and Nutrition”  
Henderson Housing Authority *(Diabetes Prevention)*

**November 3rd**  
Professional Diabetes Update *(Registered Dietitians at the Western Kentucky Dietetics Association Quarterly Meeting—Bedford Walker Room)*.

**November 4th**  
Kentucky Diabetes Network Meeting — Planning for Kentucky’s Diabetes Day at the Capitol 2/9/2012

**November 9th**  
Senior Program — Henderson, KY — Diabetes Update

**November 10th**  
Channel 7 Interview: Diabetes Around the World

**November 14th**  
World Diabetes Day — Booth at the Henderson City Center

**November 15th**  
Holiday Cooking Class *(for people with diabetes)* — Henderson, KY

**November 16th**  
Fraternal Order of the Eagles — Diabetes Screening — Owensboro, KY

**November 18th**  
Statewide Diabetes Symposium for Health Professionals *(all day education session)*
Families in the BSF program participate weekly for three to six months. A few months ago, a family was featured that had recently been enrolled. This family participated in weekly visits lasting 2 to 2.5 hours depending on what was occurring at the time. After 6 months, the family successfully completed the program. The family had significant progress in both their goals.

Housekeeping and cleanliness was one goal. The family moved from a scale of 2 to about 8 at closure and had maintained a cleaner home for a couple of months. This is important because there is a toddler in the home. In the beginning, the family kept pill bottles on counters, dirty clothes on all surfaces, food congealing in pots and on plates for many days. The home was filled with roaches and the roaches ran across clean plates in the cabinets. There were so many roaches, they were visible in the light during the day with people moving around. While there are still a few roaches, they are not visible in the cabinets or on the counters any more. This is a home now where a person can walk without tripping on something lying on the floor, there are seats to sit on, not piled with household items including dishes.

The family’s second goal was to improve parenting abilities. The father yelled and chased children. It was reported he used a belt when the home visitor was not present. Mom threatened suicide as one method of keeping children in line, so the children were not only physically abused, but emotionally as well. Visits consisted of yelling, threatening, slaps on hands and legs. Towards the end, through the coaching and modeling of the home visitor and watching the DVDs of the curriculum, the parenting became much better. The house became a calmer place, with much less yelling and no evidence of hitting. The mother also reported that the children were better behaved.

The family reached its goals, but another outcome is that the children are safer in their home...safe from physical and emotional abuse.

- Linda Wahl

Do you worry about your Protected Health Information?

HIPAA has been in effect since 1996 to protect personal health information, but the Department of Health and Human Services just issued the first HIPAA fine in February 2011 for $4.3 million dollars for failing to provide patients with a copy of their medical record. A second fine for a different entity followed for $1 million for losing patient records. A press release was issued by the Department of Health and Human Services stating “We hope the health care industry will take a close look at this agreement and recognize that OCR is serious about HIPAA enforcement. It is a covered entity’s responsibility to protect its patients’ health information.”

Some things you can do to help protect our patient’s health information:

♦ No identifying information or personal health information should ever be sent through e-mail without being protected with encryption or password protection.
♦ If you have client information in your area, you should have the papers turned over on your desk to prevent unintentional disclosure.
♦ Don’t discuss patient information with those that do not have a reason to know, or are in the presence of others without a need to know.
♦ Keep shred boxes emptied and stored in areas where it can’t be mistaken for trash.
♦ Never leave your computer unattended without locking the system down.
♦ Verify patient identity when information is being requested.
♦ Medical Records are locked and out of the view of visitors.

It is your duty as an employee to keep PHI protected. J:\Policies, Procedures and Protocols\Section 11 Information Technology\Local Health Department Employee Privacy & Security...Agreement 2011.pdf Please make sure you are familiar with the HIPAA protocols. You can find more information on HIPAA on the Official Documents Drive J:\HIPAA
“Build it and they will come.”

Great news to share; over the past three weeks a new program has already been able to coordinate $29,737 worth of donated prescriptions. Many Henderson County uninsured residents have something to cheer about related to a new program located in the Henderson County Health Department; it is called Community Access Project-Henderson (CAP-Henderson). The passion of this program is to help uninsured, low income people get access to healthcare related services.

This program itself is not exactly new, because this concept has been quite successful in the Daviess County area. The Community Access Project in Daviess County coordinated over 2.8 million dollars worth of donated care and prescriptions, last year. Due to the great success in Daviess County, interest from the Henderson County Board of Health was spurred. Their board members approved a similar initiative to start in the Henderson County area, and therefore the birth of Community Access Project- Henderson.

Kim Majors is the new Senior Support Service Associate hired to assist in the Henderson area. Kim is eager to help people who are uninsured, gain access to medications and other health related services. She is working closely with the Daviess County team in order to learn all the skills related to the coordination of donated care for a community.

In addition to donated prescriptions and medical care, the CAP program will also coordinate the services related to the dental extraction and the diabetes supplies.

To qualify for this program you must be:

- Uninsured
- Henderson County Resident
- Have limited resources
- Have no form of insurance or health coverage

The staff at the Henderson County Health Department and CAP-Daviess County has been extremely helpful and so wonderful in helping us launch this worthwhile initiative. We look forward to reporting on the future development in the months to come and building on of our current successes.  

- Suzanne Craig

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Technology Evaluation Committee (TEC)

You may have heard about a new group, the Technology Evaluation Committee (TEC). This group, which includes staff in all types of positions, locations and skill levels, will be meeting monthly to explore technological issues within the organization. The first task of the group was to create a survey to evaluate a proper direction for the committee goals.

All GRDHD staff received the survey by email - your opinion is important! -if you have not yet completed your survey, please take a moment to fill it out and submit it to a TEC member (Bonnie Barr, Shannon Bartimus, Laura Brown, Tara Clem, Carrie Conia, Debbie Fillman, Tina Flener, David Hunter, Candi Kamuf, Cathy Kirby, Lisa Paul, Veronica Stallings and Angel Thompson). The survey is also available on the common drive in the TEC folder.

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TECH TIPS

If you receive or have received an attachment in your GRDHD Webmail that ends with “.dat” and you cannot open it, please run the patch program and it will allow you to open the attachment. Contact IS if you need assistance in running the software.
New Employees

Welcome to the GRDHD Team!

Kimberly Majors
Sr. Support Services Associate I - Clinic
Henderson - CAP 9/19

Cherie Willis
Clinical Assistant
Tamarack Elementary 10/3

You could win a Subway Gift Card!

CONTEST question:
Around the world, diabetes kills how many people each year?
(hint: it’s in this newsletter!)

Send your answer to any member of the newsletter committee. Winners will be selected by random drawing to receive a Subway gift card.

Focus on Employees

Congratulations to Charity Murphy, CA at North Hancock Elementary on the birth of her son, William Louis Murphy III. He weighed 7 pounds 8 ounces and was 20 1/2 inches long. Momma and baby are doing well.

Our condolences to Cheryl Stowe on the loss of her father.

Congrats to Brandie Hagerman (daughter of Rebecca Baird) who was named the Mid-South Conference Women's Soccer Player of the Week. Brandie received the honor 2 weeks in a row. Hagerman ranks third in the MSC this season. Check out the article here http://www.campbellsvilletigers.com/article/1907.php

Saying Goodbye . . .

Tonya Carpenter-Spalding (School Health)
Anna Caldwell (Daviess Co. Health Center)

Pictured: Adult Day Care Centers Bulletin Board. Artistic Inspiration designed by one of the Adult Day Care Centers very talented clients.
Lean Thinking Updates

Scanner Project: Since the scanners were installed and first utilized in spring 2011, several changes have occurred.
1.) A shared clinic/finance drive was created. This drive enables staff in each of the counties and district office to “pass” scanned item files back and forth between locations in specified folders on our internal network. This eliminates internet congestion and file size attachment issues that occurred with email.
2.) Some scanners were relocated to more convenient locations within the health centers due to user needs.
3.) The success of the scanners in each health center has encouraged some programs to move toward electronic charting, billing and file exchange. For example, insurance billing in the district office now utilizes this method to streamline the communication of patient information pertinent to claim billing.

School Health/Supplies Project:
Several schools have implemented a basket system (or modified basket system) to standardize student health medications. Middle and High schools large enough to accommodate a “Glucose Monitoring Station” have installed these self-service blood sugar testing areas to encourage students to be proactive regarding their own healthcare. A few schools have received specific clinic layout and design changes to improve safety and confidentiality.

Maintenance continues to provide monthly supply deliveries to each county health center. Due to recent issues with some orders being incomplete, a checklist for order filling and delivery has been put in place.

In September, a strict “print on demand” policy was implemented for in-house printed forms. This means forms you request are not printed until you request them. Please give a minimum of 2 weeks notice on all supply orders that include copy/print requests for forms to allow adequate time for printing and delivery.

Daviess County patient/clinic flow:
On Friday, October 21, the lean team reunited to conduct a trial clinic arrangement at Daviess County Health Center. The staff took turns filling the role of both patient and employee. Everyone had fun and learned a lot. As of this writing, no formal decision has been made regarding the changes proposed. Additional ideas are still being explored and may be tested in the near future.

Human Resources:
In September, Human Resources began looking at their internal procedures for processing timesheets and benefits. Eventually, specific HR policies and new employee orientation will also be addressed.

Supervisors, if you are interested in an advanced lean techniques class, please contact Carrie Conia (686-7747 ext. 3057 or email carrie.conia@grdh.org). The class would include tools and methods for conducting activities, documentation of projects and events and other techniques for pursuing lean in your department.
Policies & Procedures

Finance:
The mileage reimbursement rate for Oct. 1 – Dec. 31, 2011 is 47¢ per mile.

HR:
The Holiday schedule for GRDHD will be as follows:
Christmas
Friday, December 23rd, 2011
Monday, December 26, 2011

New Year’s
Friday, December 30, 2011
Monday, January 2, 2012

We will work only minimum/necessary staff the 3 days between the 2 holidays (December 27, 28 and 29th). Each county health center will be open and providing services with the minimum staff needed. Home Health will provide services as usual.

District staff will be available by phone if needed. If there are questions on how to schedule your time during the holidays, please contact your supervisor. Employees will be required to take Annual or Comp time prior to using Leave Without Pay.

The following Policy revisions have been made.

Personal Appearance of Employees Protocol
This can be found on the Official Documents drive, Policies, Procedures and Protocols, Section 7 Employee Conduct & Disciplinary Action folder, HR 7001.

The revision removed flip flops from the items listed in the first bullet below the second paragraph.

GRDHD Employee Student Volunteer Contractor Confidentiality Statement
This can be found on the Official Documents drive, Policies, Procedures and Protocols, Section 11 Information Technology folder.

The revision involved adding a statement on page 2 which states “Volunteers will not have access to protected information without direct supervision.” For anyone who uses this form, please begin using this revised version of the form and discard of any old forms you may have.
In the News

Fox 7- AM Evansville

On Fox 7 a.m. Thursdays, 7:20 a.m.

- Merritt Bates Thomas, A Healthy Diet 9/1/11
- Margaret Hibbs, Preparedness on a Budget 9/8/11
- Becky Horn, Dangers of Smokeless Tobacco 9/15/11
- Don Crask, Dangers of Falling 9/22/11
- Jessica Austin, Flu Season & Shots 9/29/11
- Merritt Bates Thomas, Finding Vegetables in Season 10/6/11
- Suzanne Craig, Getting Prescription Medicine for Free 10/13/11
- Rich Nading, Healthy Lung Month 10/20/11
- Don Crask, Winter Exercising Tips 10/27/11

HANDS Building Blocks

On Fox 7 a.m. Tuesdays, 7:40 a.m.

Sara Murphy, Family Support Worker/Home Visitor, Daviess County HANDS
- Milestones in Development Part 1 8/23/11
- Milestones in Development Part 2 8/30/11
- Grandparents Day 9/6/11
- Baby Food 9/13/11
- Food Presentation 9/20/11
- Potty Training 9/27/11
- Keeping Kids Away from Poisonous Substances 10/4/11
- Tips to Avoid Letting Kids Confuse Medicine for Candy 10/11/11
- Halloween Without the Mess 10/18/11

To view these messages and more visit our media archive link at www.healthdepartment.org

The Gazette crew is looking to add members throughout the district. You could help with story ideas, proofing, suggestions, writing, editing, etc. Being on the Gazette team would only take a few minutes of your time. Interested? Please contact Shanni Jones at Shanni.jones@grdh.un.org
Or call 686-7747 x3072

November 2011

American Diabetes Month
Lung Cancer Awareness Month

8 Election Day
9 Manag...