

EMPLOYEE ROUNDS

News for Employees from Employees



Bridgton Hospital Central Maine Medical Center Rumford Hospital

Our mission is to provide exceptional healthcare services in a safe and trustful environment through the expertise, commitment and compassion of our family of caregivers

October 6, 2005

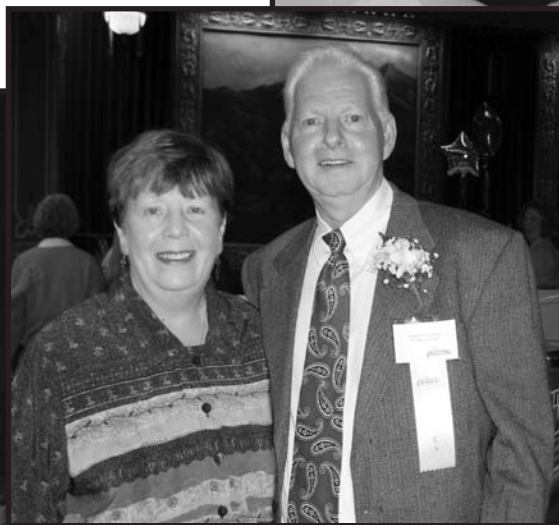
Volume 4 • Number 20

Happenings

192 Members of the Family are Honored

Wednesday night, September 21, will be remembered as one of the great nights in our year together at Central Maine Health Care. The Kora Temple was warm, but so were the feelings that night as 192 employees ranging in service from 5 to 40 years were honored. Our Food Service Department dazzled us in new ways this year and brought back some great favorites. Individuals with the longest service to be recognized this year were Bob Billings from Food Service and Nancy Wilkins from Medical Imaging, both having completed 40 years with the Central Maine family. The night was capped off with a video starring some of our fellow employees with 20 or more years of service sharing their feelings about Central Maine and what has inspired them to stay so long.....

Our congratulations and thanks to each of them.



Quality



Customer Service



People



Growth



Finance

For Your Benefit

Planning For College - Second Seminar Offering

The first part of this two-hour seminar addresses the process of college selection leading to college success: student profiling, career exploration, major selection and college selection...in that order. The second hour offers an in-depth explanation of the financial aid process, dispelling myths associated with scholarship searches, financial aid eligibility and how to pay for college without either becoming overextended with student or parent loans, or undermining other objectives such as retirement planning.

A repeat presentation on this topic will be held on Wednesday evening, October 12, 2005 in conference room C, from 6:30 – 8:30pm. College-bound students and employee's spouses are encouraged to attend.

Please contact Teresa Stevens in Human Resources to register at ext. 2390.

Benefits Hold 'em

Coming to your department soon! A complete set of playing cards loaded with Benefits information. There will be 52 cards in the deck with True/False questions. The combined regional Human Resource staff is helping to customize the questions for each campus. Here is a sample of what you will see:

True or False: Your Wausau medical card will show the names of your family members on the card. The answer is True. If you have family members on your plan but don't see their names on your card, call your Human Resources office.

True or False: The orthodontic benefit limit on the dental plan is \$1000/year. The answer is False. The \$1000 limit is lifetime not annual.

True or False: In order to use your Vision Plan, you must go to a VSP provider. The answer is False. However, dollar for dollar you get the best benefit from going to a VSP network provider. You may decide to use another provider but you'll receive a lesser benefit and more out-of-pocket expenses.

Again, keep your eyes open. The deck of Benefits Hold 'em cards are on their way to your department!

What's in the CMMC Library for you and your patients?

October is "National Medical Librarians Month" and a perfect time to re-visit the CMMC Library and learn about its services. We have some great new databases to show off, in addition to the traditional offerings of clinical textbooks and print journals. Here are just a few of our services available to all employees:

- ☞ PC workstations (for ICare, Groupwise, Internet access)
- ☞ 24 hour access to the collection
- ☞ Professional literature searching for clinical queries, evidence-based information, education research & management/leadership
- ☞ Patient education and consumer health materials
- ☞ Electronic journal access
- ☞ Electronic databases: STATREF, MDCONSULT, UPTODATE, DYNAMED, PUBMED/LINKOUT/LOANSOME DOC, COCHRANE, OVID and more.....
- ☞ One-stop shopping link to our health resources at www.cmmc.org and <http://cmhcintranet.cmhc.org>
- ☞ Open access to the community
- ☞ Database instruction
- ☞ Document Delivery (journal articles and books) & interlibrary loan

To showcase our services and to celebrate Medical Librarians Month, the following activities are being hosted in the Library:

Lunch 'n Learns

Tuesday & Wednesday, October 18 & 19, Noon – 1:00 In the Library. Bring your own Lunch – we'll provide the coffee & soda.....Come learn more about your Library services!

Open House

Wednesday, October 26, 9-2...

Food & door prizes & Halloween Fun!

So, remember: The internet and GOOGLE are not the only resource for health information. Just ask your Librarians!

Contributors to this issue

Barbara Aliberti, Tina Hall, Pam Smith, Donna Jordan, Jerry Marstaller, Susan Smith, and Randall Dustin



Heart Health Minute

Poor eating habits and physical inactivity both contribute to high blood pressure. So can good old table salt, which increases average levels of blood pressure.

Keep yourself healthy this winter

Get your flu shot!

One of the most proactive things you can do to protect yourself from the flu this year is to have a flu vaccine shot. The flu is a highly infectious disease of the lungs and it can lead to pneumonia. Each year in the U.S., 114,000 people are hospitalized and about 36,000 people die from the flu.

Flu Vaccine myth:

You have to have the flu shot in October.

The best time to get a flu shot is in October or November. The flu season usually peaks between January and March.

Flu Vaccine Myth:

The flu shot can give you the flu.

The vaccine is an inactivated (killed) vaccine and will not give you the flu. The worst side effect you're likely to get is a sore arm. The risk of a rare allergic reaction is far less than the risk of severe complications from influenza.

Employee Health will be offering many flu shot clinic times this year and will also be available to do a clinic within your department as well. Take advantage of this free benefit for all employees and get your flu shot this year!

For flu shot clinic calendar, go to:

L drive, pub docs, Health & Wellness Services, 2005 Flu shot clinic schedule

The consent and information are at:

L drive, pub docs, Health & Wellness Services, FORMS, influenza 05

Monthly Meditations

The Monthly Meditations from The Dept. of Pastoral Care are now available in Pub_Docs. You can access them in: L:\PUB_DOCS\Chaplain Meditations

FYI

ERNE Tips

IV Site Change

There is an order called IV Site Change that will drop a task every 72 hours to the Nursing task list. It can be ordered separately or in a careset called IV Insertion Order Set, which contains the insertion, change and flush orders. IV Site Change should be ordered on any patient with an IV Site.

MAR Icon

Yellow Triangle indicates a change has been made to the medication order details since the task was last charted.

Drug Allergy Alert

When entering drug allergies on a patient, search for the allergy from the available choices listed. If you cannot find it consult the pharmacy for assistance. Drug allergies that are entered free text do not trigger drug allergy alerts when a medication is ordered that a patient may be allergic to.

Groupwise Reminders

- ☞ GroupWise mailboxes are set to auto delete
- ☞ Mailbox including cabinet folders will be deleted after 250 days
- ☞ Calendar Items will be deleted after 200 days
- ☞ Deleted Items will remain in your Trash for 30 days
- ☞ During these 30 days you may retrieve items from your Trash
- ☞ After 30 days, items in the Trash will be emptied and are no longer retrievable

To Save GroupWise items longer than 250 days

- ☞ Print – from GroupWise, click the PRINT icon in the current message
- ☞ Archive – see instructions in GroupWise 6.5 manual to archive GroupWise items to a network folder
- ☞ Save in MSWord format – click FILE à SAVE AS from the current message, choose the folder to save the document in (Current Directory) and click on SAVE.
- ☞ GroupWise can be accessed from home using the Internet by going to <https://gw1.cmhc.org>
- ☞ GroupWise manuals are available on Pub_Docs
- ☞ GroupWise 6.5 Training Manual - L:\PUB_DOCS\Training Courseware\GroupWise\GW6_5 TRAINING MANUAL.doc
- ☞ GroupWise Tips and Tricks - L:\PUB_DOCS\GW Procedures\GroupWise Tips and Tricks.doc

Call or email the Helpdesk with questions or concerns
Email: helpdesk@cmhc.org or call 2259

We Honor Our Family Members



- ✓ October 12 is Emergency Nurses Day
- ✓ October 6-12 is Physician Assistants Week
- ✓ October 9-15 is Case Management Week
- ✓ October 9-15 is Emergency Nurses Week
- ✓ October 9-15 is Central Service/Sterile Processing Week
- ✓ October 9-15 is Healthcare Quality Week
- ✓ October 9-15 is Pediatric Nursing Week
- ✓ October 17-21 is Medical Assistants Week
- ✓ October 17-23 is Infection Control Week

“Shining Stars” recently honored during Environmental Services Week

Please take the time to say thank you to our “Shining Stars” recently honored during Environmental Services Week.

1st Shift Shining Stars

Bob Breton Jr., Linda Brooks, Steve Brooks, Dee Brown, Dani Cloutier, Linda Cloutier, Dave Cowan, April Capalbo, Jeannete Cote, Lorrie Decker, Ruie Desrosiers, Ben Dugas, Irene Duncan, Steve Fowler, Walter Klymman, Joline Labonte, Brenda Labrecque, Pauline Lafrance, Aline Lavertu, Clarence Meservey, Theresa Pelletier, Mike Pray, Buddie Rackliff, Pauline Tardif, Larry Tremblay, Fred Trumble, and Denise Webber.

2nd Shift Shinning Stars

Diane Bernard, Pat Bernier, Mary Bolduc, Rick Brooks, Robin Brooks, Diane Chabot, Rick Cluckey, Cecile Daniels, Ron Emond, Lorraine Fournier, Connie Foss, Ann Galaneau, Steve Holman, Donna Hull, Penny Hunt, Dave Jalbert, Pam Lane, Phyllis Lint, John Oliver, Arlene Rousseau, Rose Rowe, Chip Stevens, Bob Thibault, Mike Tremblay, Tom Violette, Lisa Vallee, and Jim Wessells.

3rd Shift Shining Stars

Mike Berry, John Hunnefield, Warren McCrater, and John Moreau.

Bridgton Hospital Wellness Committee Kicks off “Healthy Inspirations”

The Bridgton Hospital Wellness Committee kicked off its six-month wellness program for employees called “Healthy Inspirations” on Sept. 28th. Susan Cooper, RN, employee health, is coordinating the program. John Carlson and Dr. Paul Laband, along with Susan, introduced the program at two employee meetings held on Wed. Sept. 28. According to Susan, “My goal is for employees to think differently about taking care of themselves. My hope is that they will pick one aspect of their lifestyle that needs improvement...this could be with a diet or exercise change, stress reduction, or maybe just deciding to take a little more quiet time each day of their lives. John Carlson, as our CEO, is taking a lead with encouraging employees to participate.”



Some of the lecture/presentation plans over the months ahead include: Carolyn Cilley leading a step aerobics class; Hannaford setting up a healthy food choices display; Dr. Michelle Kurlanski providing foot screenings; a Linda Russell, RD/LD presentation on losing weight; ‘Cooking with Carol’, a class led by Carol Miller, dietary; ‘Head Changes’ with Kathleen Hebden, MSW, Employee Assistance Program; and a ‘Renew’ reunion luncheon offered by Priscilla Bickford, RN. In addition to a full calendar of events during the six-month program, Susan Cooper will also be providing a weekly e-mail newsletter to participants.

Your input is always welcome

Please remember that the *Employee Rounds* is for you. Submit suggestions for future editions to Tom Reichard at the Employee Center, or email them to reichart@cmhc.org