Southwestern Virginia Mental Health Institute



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Hidden There are ice cream cones hidden on every page in this edition, just like the one pictured here. Can you find all of them?



From the Director **Recognizing SWVMHI Employees of the Quarter**



Lois Bordwine, RN, ERS, Ward J. Lois has been a dedicated employee of SWVMHI for 20 years. Her years of knowledge and experience are an asset every day to the individuals we serve and to those who work with Lois. She serves in many roles each day including: Charge Nurse, Medication Nurse, Centralized Activity Nurse, and working the floor to provide direct care. She performs each of these roles with skill, compassion, and an all around great work ethic! Lois stays busy

and when she has a free moment, she uses it cleaning and helping to organize individual's bedrooms, closets, storage areas, etc. Lois never complains about her job duties and takes pride in all she does. She is a wonderful RN and embodies the SWVMHI Values of Trust, Teamwork, Self-initiative, and Honoring Day-to-Day tasks. Lois encourages each individual to function at their optimal level while providing individualized recovery-based treatment options. It is a pleasure work- Marcella Kirk, RN, Float ing with Lois every day!

Thank you Lois and congratulations!





Baylor, works 1430 - 0300 in the evening. Due to a few vacancies, staffing on night shift has been challenging. Marcie has worked over several times until 0700. She also has adjusted her hours to come in at 1830 instead of 1430 and worked until 0700. She did this knowing she would be working with a nurse pulled from another unit. She agreed to do this so that there would be continuity of care on the unit.

From the Director, continued

Marcie has done all this with a smile, and a very positive, upbeat attitude. Many nights we have worked with just enough staff and still had admissions and codes; however, she is always positive and has a "can do" attitude.

Two separate nurses who had been pulled recently, stated that if they could always work with Marcie, they would never mind being pulled, and would volunteer to come into work with Marcie! What a tribute! No matter how busy and hectic the ward may be, Marcie is always calm, pleasant, smiling, and presenting with a positive attitude. If there was a way to clone Marcie, all issues of negativity would be gone, and everyone would be performing their best all the time.

Marcie has made a tremendous difference in night shift over the past few months. We are so grateful to have her as a part of our third shift team! Thank you Marcie and congratulations!



Tina Mitchell, Executive Assistant, Clinical Services, initially came to the facility as the Executive Assistant to the Director of Quality/Risk Manage-

ment Services. The performance of her duties in that role was described as excellent, and she was noted to be a quick learner, and as making inroads in learning additional responsibilities in the department. In 2017, Ms. Mitchell accepted a competitive lateral transfer into the role of Executive Assistant to the Director of Clinical Services. She was noted to be very efficient and organized in her style of work, quickly pursuing and acquiring additional information in a selfinitiated manner, and adept in professional settings, building trust, and overall credibility in team-oriented circumstances

Tina took an active approach to learn the operational dynamics associated with Clinical Services and the urgent needs of the Department. This initiative also included her quickly adapting to the Admission Call Process and beginning to serve as the backup to the person who is the primary Admission Call Coordinator during the day. Serving as backup to this individual immediately relieved nursing staff on the Acute Treatment Wards of having to serve in this backup role, which can be very complex and time consuming.

Tina continued to provide some support to the Director of QM/RM during recruitment for her vacated position.

A resignation by the Executive Assistant to the Director of Building and Grounds Department in March, resulted in Tina cheerfully accepting responsibility to cover key elements of that role, in addition to her Clinical Services responsibilities/assignments. This assignment resulted in her being split between two executive departments located in separate buildings, across campus from each other. Her participation in special training to complete B&G Department specific tasks was also required. The demand dynamics associated with the



B&G role was exacerbated with multiple campus projects being initiated shortly after starting in the assignment. These special projects required support beyond the routine timekeeping, reservation of state vehicles with associated mileage reports, printing of work orders, entering work orders into the TMS System, utilities documentation for AEP, Atmos, Constellation, Town of Marion water/sewage, maintaining and sending receipts, employee key documentation, and so on.

The Director of Building and Grounds described her performance as excellent.. The position of Executive Assistant to the Director of B&G was recently filled and Tina has been instrumental in her orientation, support, and acclimation to the role.

In summary, Tina has gone above and beyond the expectations in the provisions of executive administrative support to multiple Facility Departments to ensure their effective and continuous operations. Her willingness to accept additional assignments, especially those critical to the Facility, and initiative to learn, adapt, and complete training for these assignments clearly demonstrate the Facility Values to which we all aspire. It is our pleasure to nominate Tina for Employee of the Quarter. Thank you, Tina, and congratulations!





PAGE 3

Summary—NEW PARENTAL LEAVE POLICY

The <u>Parental Leave Policy</u> established by <u>Executive Order #12</u> on June 26, 2018, by Governor Ralph Northam is now available to eligible DBHDS employees. This paid leave provides up to 8 weeks, or 320 hours, of leave for meaningful bonding with a child due to birth or placement of a child under the age of 18. This leave is available to eligible employees once every 12 months.

Eligibility

Classified and restricted full time, quasi full-time, at-will, or part-time classified employees who become parents via birth or placement of a child.

Requesting Parental Leave

- You should complete and submit the Parental Leave Request Form at least 30 calendar days prior to the anticipated leave begin date or as soon as possible to the SWVMHI Human Resource office.
- You must provide official documentation to Human Resources that confirms parentage or legal custody
 of the child, for example: birth certificate, report of birth, order of parentage, adoption order, certified
 DNA test results, custody order, or foster care placement agreement.
- Failure to provide a timely request or required documentation to certify the use of Parental Leave may result in the delay or denial of the request.

Retroactive Application of Parental Leave Policy

The policy allows for employees who had a qualifying event between **December 26, 2017 - June 25, 2018** to retroactively apply the Parental Leave Policy to absences that occurred due to bonding with a child that meet the eligibility criteria. If you had a qualifying event during this period of time and have not already requested parental leave, please forward your request for Parental Leave to Human Resources as soon as possible.

** Employees who have already requested and been approved for Parental Leave do not need to submit another request.**

Please contact HR at x204 if you have any questions.





Detailed Guidance for the New Parental Leave Policy

Parental Leave is paid leave that may be used in combination with other benefits.

Parental Leave provides eligible employees with up to 8 weeks (320 hours) of paid leave to be used within 6 months of the birth of an infant; or adoptive, foster, or custodial placement of a child under the age of 18.

Summary and Highlights

Eligibility:

- Classified and Restricted full time, quasi-full-time, at-will, and part-time classified employees upon the birth or placement of a child
- Employee must be eligible for Family and Medical Leave (FML):
 - Minimum of 12 months with the Commonwealth of Virginia in past seven years,
 - AND worked 1250 hours during 12 months preceding date of birth or placement
- Eligibility determination is made as of date the child is born or placed via adoption or foster or custodial care
- Ineligible employee may become eligible within six months of the event and access parental leave once eligibility is met
- Both parents are eligible for the full 320 hours if both are employees of the Commonwealth of Virginia

Leave Amount:

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- Up to 8 weeks (320 hours)
- Quasi and part time are eligible for 8 weeks on a pro-rated basis corresponding to the percentage of hours they
 normally are scheduled to work.

Leave Usage:

Going forward, Parental Leave must be used within 6 months of the birth of an infant, or placement of a child

- Eligible employees may charge parental leave in one continuous period or intermittently in 8 hour increments.
- The 320 hours of parental leave may be used only once per child and only once within a 12 month period.
- Unused parental leave is forfeited after 6 months from the date of the birth/placement.
- Unused parental leave is not compensable if an employee separates from agency employment or moves to a non-covered position within the Commonwealth of Virginia.
- Parental Leave terminates six months after placement for adoption, or when the child reaches the age of 18, whichever occurs first.
- Parental Leave terminates at the conclusion of the foster or custodial care placement; or when the child reaches the age of 18; or 6 months after placement, whichever comes first.

VSDP Participants:

- Eligible employees may use parental leave *beginning on the date the baby is born* to supplement income replacement levels below 100% and use the remainder of the parental leave after the disability benefits cease.
- Parental leave may <u>not</u> be charged to cover the VSDP waiting period <u>before</u> the baby is born. If the baby is born during the waiting period, parental leave may be used to cover the waiting period beginning on the date of the birth.
- Parental leave following the birth may be accessed even if the FMLA period has lapsed as long as the leave is used within six months of the birth.
- FMLA and the VSDP leave run concurrently if the disability is determined by the Third Party Administrator to be FMLA qualified, <u>and</u> the agency determines that the employee is FMLA eligible.

Continued on Page 5

Traditional Sick Leave:

• Eligible employees, who are pregnant, may charge Sick Leave for the time when the employee's healthcare provider documents that she is not medically able to work, and then charge her Parental Leave for the remainder of the FMLA period, up to the maximum of the 8 weeks of Parental Leave.

Certification: Required documentation:

- ✓ Report of birth or birth certificate
- ✓ Order of parentage
- ✓ Adoption order
- ✓ Certified DNA test results
- ✓ Custody order
- ✓ Foster care placement agreement

Employee and Agency Actions:

- Employees should complete the Parental Leave request form 30 days prior to anticipated leave begin date, or as soon as practical, and comply with agency leave request procedures.
- Upon receiving a request for parental leave AND documentation of the birth or placement, Human Resources must notify the employee of his/her eligibility within **five (5) business days**.
- Parental leave is designated as Family and Medical Leave (FML) and runs concurrently with the FML period.
- FMLA and the VSDP leave run concurrently if:
 - o the disability is determined by the Third Party Administrator to be FMLA qualified, and
 - o the agency determines that the employee is FMLA eligible

Policies to Reference: Parental Leave Policy

Family Medical Leave Policy

Traditional Sick Leave Policy

Virginia Sickness & Disability Program Policy

Leave Policies – General Provisions

For questions, call SWVMHI Human Resources, ext. 204.



A Big **Thanks** from Region 10 CSB

In the past several weeks, SWVMHI has taken a number of individuals in diversion from other state hospitals when other state hospitals were full (and their overflow beds were full also). Recently, Jennifer Lewis, CSB liaison from Region 10 CSB (the area around Charlottesville) stopped one of our staff, Ali Medlin, Case Manager, to pass along a message. The Region 10 supervisors wanted her to thank us on their behalf for taking their diversions and for working so well with them throughout the process.

Thank you staff for living our SWVMHI Values with our CSB customers, including CSBs across the Commonwealth. And thank you, Ali, for passing along this great message!



SUMMER TIME HEALTHY FOOD RECIPE



Summertime salsas combine a load of fresh tomatoes with smaller amounts of choice vegetables and fruit. In the winter, cook canned tomatoes for a few minutes first.

2 cups tomatoes, chopped 1/2 medium onion, finely diced 1 jalapeno pepper, finely diced 1 lime, juiced 1/4 cup cilantro, finely chopped Salt and pepper to taste

Additions: mango, peach, plum, pineapple, beans, corn, and/or garlic

Apart from its usual use on tortilla chips and tacos, this salsa is a wonderful topping for fish or chicken, as a sauce for cold noodles, or as a finishing touch on a savory breakfast.

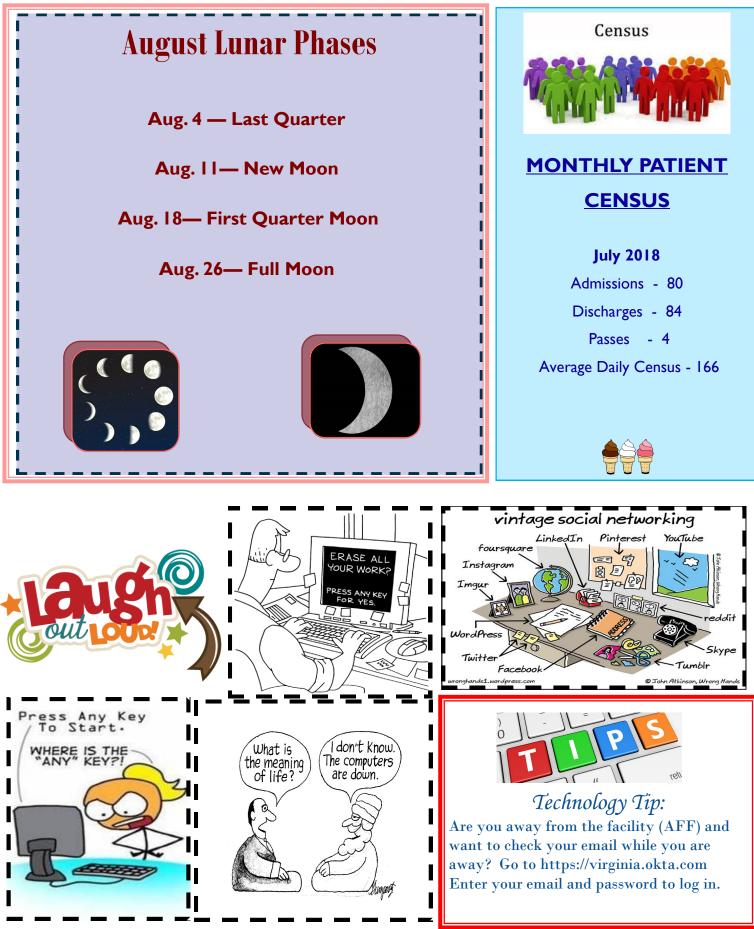
If you like raw onion, go right ahead. Otherwise, take the edge off by sautéing the onion with a bit of water in a pan over medium heat. The onion is ready once the water has boiled off. If you aren't a fan of cilantro, substitute another herb, mint, savory, or lemon balm work well.

Mix the onion, tomato, and the rest of the ingredients in a bowl. Be sure to add enough salt and pepper!

Taste the salsa. You're looking for a balance of spicy from the peppers, sweet from the tomatoes, and bright and fresh from the herbs and lime juice. If something's out of balance, add the appropriate ingredient to bring it back into balance.

Store in an air-tight container in the fridge. Fresh salsa won't last as long as store-bought salsa, because it doesn't have any preservatives, but it's so tasty that we are sure you'll finish it quickly!

(You can see many more healthy recipes from commonhealth.virginia)



Caffeine and Headaches

Everyone gets headaches from time to time. And most of us have caffeine in what we drink and eat every day. Have you considered whether there's a connection? It's possible for caffeine to both cause and cure a headache.

How Caffeine Helps

When your head hurts, you want relief fast. Whether it's a run-of-the-mill tension headache or a migraine, caffeine can help. That's why it's an ingredient in a lot of popular pain relievers. It can make them as much as 40 percent more effective. Sometimes you can stop the pain in its tracks just by having caffeine alone.



Caffeine helps reduce inflammation, and that can bring relief. It also gives a boost to common headache remedies. Whether you use aspirin, ibuprofen, or acetaminophen, they work faster and better and keep the pain away for longer when combined with caffeine.

A rare condition called hypnic headaches responds especially well to caffeine. These strike older people, waking them in the middle of the night with severe pain. Doctors typically tell people who get these to have a cup of coffee before bed.

How Caffeine Hurts

Oddly enough, what makes caffeine effective in pain relief can also cause headaches. Since caffeine narrows the blood vessels that surround your brain, when you stop taking it they expand again, and that can cause pain.

It's easy for your body to get so used to the effects of caffeine that when you don't have it in your system, you have **withdrawal**. Caffeine can also be a factor in what's known as a medication overuse, or rebound headache. This can happen when you take too much of any kind of pain reliever or take it too often. When the medicine wears off, the pain comes back worse than before. When you combine caffeine with pain relievers this condition is more likely.

What You Can Do

Be aware of how caffeine affects you, and pay attention to how much of it you drink and eat. If you get migraines, or if you find yourself having headaches frequently, you may want to try to cut down on caffeine or avoid it completely. It's best to do that gradually. For example, if you normally have 2 cups of coffee in the morning, start by cutting back to one. If you quit suddenly, it can take up to a week to get past the withdrawal symptoms.

Keep track of your headaches and what seems to help. Get good sleep, and drink plenty of water. A nutritious diet and daily exercise can also help. Try to manage stress. You might be able to beat a headache with relaxation techniques, meditation, or massage instead of using medicine or caffeine.

Source: https://www.webmd.com/migraines-headaches/guide/triggers-caffeine#1

www.commonhealth.virginia.gov

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meet our HIRES

Please welcome the newest additions to the SWVMHITeam!



Hired 7/10/18 unless otherwise noted.

Front row: Kelly Watson (hired 6/25), Food Service Tech; Natasha McGhee, PCT, 2nd shift, Wards C/D; Mallory Jones, Env. Svs.; Raya Spencer, PCT, 2nd shift, Wards C/D

Back row: Lori Reeves, RNCA, float, 3rd shift; Connie Page, PCT, 3rd shift, Wards C/D; Erin Leslie, PCT, 3rd shift, Wards A/B; Jeremy Lampkins, (hired 6/25) Env. Svs.; Ashlin Reid, PCT, 3rd shift, Wards A/B; Andrew Parkey, Rehab Resource Coord.; Shania McGhee, PCT, 3rd shift, Wards A/B; Jordan Sheets, Food Service Tech.



August 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
AN AN			1 NDC 6-6:30pm Movie Night 6:30- 8pm (Get Smart)	2 NDC Only 6- 7:30pm	3 NDC Only 6- 7:30pm	4
3	6 NDC 6-6:30pm Movie Night 6:30- 8pm (Pacific Rim)	7 NDC 6-6:30pm Movie Night 6:30- 8pm (Pacific Rim)	8 NDC 6-6:30pm Gameroom 6:30- 8pm	9 NDC 6-6:30pm Chapel 6:30-8pm	10 NDC Only 6- 7:30pm	1
12	13 NDC 6-6:30pm Movie Night 6:30- 8pm (Pacific Rim: Uprising)	14 NDC 6-6:30pm Movie Night 6:30- 8pm (Pacific Rim: Uprising)	15 NDC 6-6:30pm Gameroom 6:30- 8pm	16 NDC 6-6:30pm Chapel 6:30-8pm	17 NDC 6-6:30pm Gameroom 6:30- 8pm	15
19	20 NDC 6-6:30pm Movie Night 6:30- 8pm (Blended)	21 NDC 6-6:30pm Movie Night 6:30- 8pm (Blended)	22 No NDC Birthday Party 6:30- 8pm	23 NDC 6-6:30pm Chapel 6:30-8pm	24 NDC 6-6:30pm Gameroom 6:30- 8pm	23
	27 NDC 6-6:30pm Movie Night 6:30- 8pm (The Commut- er)	28 NDC Only 6- 7:30pm	29 NDC 6-6:30pm Movie Night 6:30- 8pm (The Commut- er)	30 NDC Only 6- 7:30pm	31 NDC Only 6- 7:30pm	

Upcoming Training Opportunities for SWVMHI Staff

The **Annual HPR III Training Institute 2018** is scheduled for Tuesday, September 25 through Thursday, September 27, 2018, at the Roanoke Tanglewood Holiday Inn in Roanoke, VA.

There will be two presentations per day of six hours each beginning at 0900 hours and ending at 1630 hours. Lunch and snacks are provided, and CEU's will be offered.

The Tuesday presentations are "Playful and Relational Mindfulness Techniques for Effectively Engaging Clients of All Ages in Clinical Treatment," presented by Joe Klein, LPC, CSAC and Jamie Reygle. The concurrent presentation will be "Transformative Knowledge: How to Provide Ethical Mental Health Services to the Lesbian, Gay, Bisexual, and Transgender Community," by Ann Dornberg, LCSW.

Wednesday's offering will include "Right Now It's Like This: Mindfulness As a Therapeutic Process," by Annemarie Carroll, Ph.D. The concurrent presentation will be "Trauma and Its Impact Across a Community, Clients, and Professionals," by Linda Taylor, LPC and Rebecca Smart, MA.

On Thursday, the last day, the presentations will include "Creativity in the Clinical Setting: Therapeutic Applications of Arts and Crafts," by Andy Matzner, LCS. Concurrently, Dr. Alta DeRoo will present "Everything You Always Wanted to Know About Opioid Addiction (But Were Afraid to Ask)."

Staff interested in attending any of these seminars should contact their Department Manager or Patricia Evans at x854 as soon as possible to be registered for any of these presentations.

August Days to Celebrate

"Off the cuff" August holidays to celebrate:

Aug. I - Spider-Man Day

Aug. 4 - Sandcastle Day

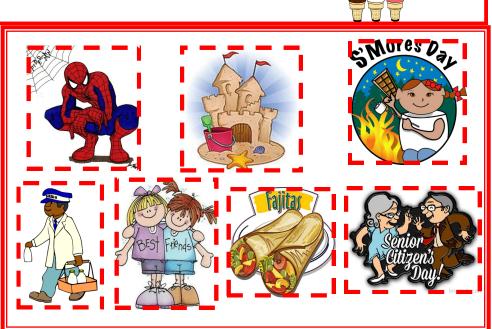
Aug. 10 - S'mores Day

Aug. 12 - Milkman Day

Aug. 15 - Best Friend Day

Aug. 18- National Fajita Day

Aug. 21 - Senior Citizen's Day



Word Search



PAGE II

Just for fun, how many of the following words can you find related to Summer?

А	W	В	R	Т	G	V	Х	Ζ	В	Ν	н	J	U	S	Ι	0	Μ
J	Н	А	Ν	Т	S	G	F	Ι	С	Е	С	R	Е	А	Μ	D	S
S	А	S	Ρ	0	L	Μ	Ν	J	U	Т	G	V	В	Ν	С	Х	Ζ
Ρ	0	Е	Ι	J	К	L	Μ	Ν	В	۷	С	Х	Ζ	D	D	А	F
G	Н	В	R	Е	Е	Ζ	Е	Т	U	G	Ν	Μ	J	А	Κ	U	S
К	Ι	А	W	А	Т	Е	R	Μ	Е	L	0	Ν	U	L	G	G	W
F	۷	L	D	R	Т	Y	В	Ν	R	Е	С	С	0	S	Ν	U	Ι
L	Κ	L	U	Ρ	Ι	С	Ν	Ι	С	S	Ι	G	F	V	С	S	Μ
В	Ν	Μ	Μ	К	Ι	Н	G	Y	Т	R	F	D	0	Н	0	Т	Μ
L	S	U	Ν	В	U	R	Ν	J	Μ	Е	Ν	В	G	Т	G	V	Ι
С	D	F	R	Т	Y	G	А	V	Н	L	Е	Т	Y	J	Ν	Κ	Ν
К	L	G	Μ	0	Ν	В	Т	U	Y	К	G	F	D	S	S	А	G
А	Х	Ν	С	0	Ρ	Ι	Ν	Μ	Е	Ν	0	Ρ	Ν	В	К	Ν	V
G	Ν	Ι	Ρ	Μ	А	С	U	Ρ	0	Ι	Ν	Μ	J	В	Ι	Т	Y
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Х	Ζ	А	S	D	F	G	Н	J	К	Ρ	L	Ρ	S	0	Ι	U	Y
Y	Ν	0	S	С	Н	0	0	L	Т	S	R	Ι	Е	W	Q	U	А
В	0	В	Ι	С	Y	С	L	Е	Y	0	F	0	R	В	Μ	А	D

ANTS	ICE CREAM
AUGUST	NO SCHOOL
BASEBALL	PICNIC
BICYCLE	SANDALS
BOATING	SOCCER
BREEZE	SPRINKLERS
CAMPING	SUNBURN
FISHING	SUNTAN
HIKING	SWIMMING
HOT	WATERMELON

Faith is taking the first step even if you don't see the whole staircase. ~Martin Luther King, Jr.

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Staff Development

Take advantage of Upcoming Training Opportunities

CAI Reminder for August: All Staff: 2018 Hazard Communication CAI

8/9/18 - Webinar - A/B Classroom - "Interrupting the Pathway to Violence"

8/30/18 - Supervisory Training STEP FORWARD @ Academy West (see page 13 for additional information)

Sign up in advance with Patricia Evans . Call ext. 854 or send an email!

Log onto the new Virginia Learning Center (VLC) by going to: <u>https://covlc.virginia.gov</u>. Use your Employee ID (minus the leading zeros) and your Knowledge Center password.

Remember to access the VLC <u>only through Internet</u> Explorer and not Chrome.

Introduction to Mental Illness

Each month, Dr. Chris Carusi gives a fascinating presentation called *Introduction to Mental Illness*. In the class he discusses what mental illness is, examines common myths, and explains how mental illness is diagnosed. Dr. Carusi reviews characteristics and treatment of the most prevalent mental illnesses at SWVMHI. Dr. Carusi also reviews the commitment criteria for being hospitalized in the Commonwealth of Virginia. The class generally takes place on the second or third Tuesday of each month beginning at 0830. Watch the Training Calendar for upcoming sessions



STAFF DEVELOPMENT and TRAINING UPDATES

Effective July 1, 2018, Southwestern Virginia Mental Health Institute (SWVMHI) began issuing eCards (electronically generated CPR certification cards) rather than giving out "paper" cards. This was a requirement from the AHA.

What this means for staff who are required to take CPR, is that they will need to go online when they receive an email from the AHA to claim their eCards. According to the AHA, "....if students do not claim their eCard online, the card is not considered valid." This could ultimately impact the students' ability to work or could result in Limited Scope of Practice for staff at SWVMHI until it can be verified that they are certified. **This is a <u>BIG</u> deal!**

Also, "....if students are having trouble receiving the email from <u>eCards@heart.org</u> inviting them to claim their eCard, they can alternatively go to <u>www.heart.org/cpr/mycards</u>, and enter their First Name, Last Name, and email address to claim their eCard." The email address entered should be the student's work email ...@dbhds.virginia.gov. Of course the Training Department will always be ready to help.

The eCard process began in June of 2018, in anticipation of the July 1 deadline, so some staff have received an eCard in addition to the paper card. SWVMHI is phasing out paper cards and adhering strictly to the AHA's policy of eCards. So it is especially important for all staff to go online when "invited" by the AHA and obtain their cards. According to staff who have already claimed their eCards, the process is simple. For more information, please contact Rebecca Sparger at ext. 169. (More information from the Staff Development and Training Dept. on page 13)

A VIEW FROM THE HILL

Recovery and Wellness at SWVMHI: RAFT (Recovery Action Focus Training)

RAFT includes a discussion of the **ACE** Study, or <u>A</u>dverse <u>C</u>hildhood <u>E</u>xperiences, which includes a tool to help identify ten types of childhood traumas, which can later impact adults who experienced trauma as children; a

discussion of **SAMHSA's** Eight Dimensions of Wellness; an "Assessing Your Life Balance" wheel to help determine your wellness strengths and weaknesses, the *Personal Safety Tool* (PST), to help staff develop an understanding of the triggers, warning signs, and coping mechanisms an individual may have; and how to use the PST to help an individual in crisis learn coping skills, self-manage, and develop resiliency. Each class includes a presentation by a person with lived experience, who shares his or her personal story of recovery.

The course concludes with a presentation by OT staff Sarah Vines and Beth Smith on the WRAP plan, or Wellness Recovery Action Plan, and the ways that individuals can be helped by using sensory methods to increase self-management as a goal to-wards discharge. This course is generally offered monthly on the third Wednesday and is open to any staff member. Please contact Patricia Evans at ext. 854 or by email to register.

Introduction to Intellectual Disability/Developmental Disability/Autism (ID/DD)

The Training Department, in partnership with Mark Morin, Community Services Director at SWVMHI, is delighted to provide a new program entitled *Intro to ID/DD* to assist staff with effectively providing services to this growing population.

Traditionally, the term "Dual Diagnosis" described individuals who have been diagnosed with a Mental Illness and a Substance Use Disorder. Today, however, the term *Dual Diagnosis* also applies to those who have an Intellectual or Develop mental Disability and/or Autism and have also been diagnosed with a Mental Illness.

To help staff understand the needs of individuals with ID/DD/Autism, Mark discusses the differences between Intellectual/ Developmental Disabilities and Mental Illnesses and the ways staff can work with an individual with a dual diagnosis.

Mark has worked in the field for 30 years and is credentialed as a Qualified Intellectual Disabilities Professional (QIDP). Currently, he is working towards a Master's degree in Social Work.

The class is held on the third Wednesday of each month from 1445 to 1645 hours and is open to any staff member. For more information, please contact Mark Morin at ext. 801 or Patricia Evans at ext. 854 to sign up for a class.

NEW! NEW! NEW! Step Forward for Supervisors First Session August 30, 2018

The **STEP FORWARD** training is a day-long workshop designed for supervisors at all levels - new supervisors, "old-timer supervisors," and all those staff seeking to advance their knowledge. In the workshops, we will examine the role of the supervisor as a leader, learn strategies for being an effective supervisor, practice techniques to encourage employee engagement and set goals for personal growth and development in the supervisory role.

Emphasis will be on "appreciative" leadership practices, managing conflict through constructive confrontation, strength-based supervision, increasing emotional intelligence, understanding generational differences, and creating welcoming environments to help employees be successful in their jobs. The day includes a working lunch with exciting activities and delicious food. Supervisors at all levels of the organization will leave the day with tools they can immediately use!

We hope you can join us for this exciting day of learning! Please contact Patricia Evans at ext. 854 or by email to register.



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This Month's Word Search Answer Key

		В												S			
		А	Ν	Т	S			Ι	С	Е	С	R	Е	А	Μ		
		S												Ν			
		Е												D		А	
		В	R	Е	Е	Ζ	Е							А		U	S
		А	W	А	Т	Е	R	Μ	Е	L	0	Ν		L		G	W
		L							R	Е	С	С	0	S		U	Ι
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Please submit articles for the next newsletter to Teri Townsend by Aug. 24, 2018.