

A Weekly Update  
For The Employees of  
North Central Health Care



It's Open! The Bistro's First Customer!

WEEKLY CONNECTION WITH OUR TEAM



**Tom Boutain**  
Information Services  
Executive

**MFA**

Starting last week, CCITC rolled out Multi-Factor Authentication (MFA) to all NCHC, Marathon County and City of Wausau users. By this time, you should have completed the training in UKG Learning. I encourage you to utilize the Microsoft Authenticator on your smartphone rather than the token fob. People tend to forget/lose the token fobs which will be required for access. The replacement cost to you is roughly \$20, if it would need to be replaced.

MFA is not new technology and has been in use since pre-2000. MFA is based on the idea that to gain access to a secure device, you must have at least two of the following three authentication methods. 1 – Something you know, such as a security phrase or password, 2 – Something you have, such as a token device or smartcard or 3 – Something you are, a biometric such as your fingerprint.

Per an article on *Security Boulevard*, to put it in perspective in 2021 there was an estimated \$6 trillion in cybercrime losses. If you measured those losses as if it were a country's economy, it would be the world's third-largest economy after the U.S. and China. This explains why cyber insurance carriers like ours require the use of MFA to secure our computers from unauthorized access.

All of you have used MFA in some manner prior to our implementation here at NCHC. Most, if not all financial sites, have some sort of MFA and you probably didn't even realize it. For example, the first time you logged into your financial app, it probably either sent you a text with a code you had to enter or an email you needed to confirm.

If you have any issues, please contact the Help Desk during normal business hours at 715.261.6710 or x6710 or via email at helpdesk@co.marathon.wi.us.

Thank you!

Covid Weekly Updates.....	2-4
Coffee's Ready!.....	5
Blood Pressure Check In.....	6
News on the New Year from Tria health.....	7
Help Out Community Treatment Kids! .....	8
Symptoms of Covid.....	9
Grab-N-Go and Bistro Features! ....	10-11

**ADMINISTRATOR ON-CALL**  
x4488 or 715.848.4488

In the event of Phone System Outage, reference the O:drive "On-Call Information Folder" for Schedule and Cell Phone #'s.

**Monday, Jan. 31 –  
Sunday, Feb. 6**

**Jennifer Peaslee**



Person-Centered  
**Shout out**

**Cindy Vachavake,  
Patient Accounts**

**Why:** Keeping an upbeat attitude when we are very busy with enrollments, the report, school kids and everything else you help with! :)

**Submitted By:  
Jamie Clark**





**Wear a Mask – Maintain Social Distance – Wash Your Hands – Stay Home If You Are Sick. Report Symptoms and Covid-19 Exposures to Your Manager Immediately.** Managers report in SafetyZone ASAP.

Staff will continue to screen appropriately, report symptoms and not report to work if experiencing any signs of illness. Staff are required to use PLT or take unpaid leave due to symptoms or exposure. **Questions: Employee Health 715.848.4396**

**COUNTY POSITIVITY RATE**

**MARATHON: 28.98%**

**LINCOLN: 28.66%**

**LANGLADE: 31.33%**

Please follow **Alert Level Response** based on the County Positivity Rate of your location.

**PPE GUIDELINES**

**Visitors:** Cloth face covering or surgical masks required by all. Visitors to Nursing Homes & Adult/Youth Inpatient Hospitals will be screened using the COVID Screener. All other visitors will only require temperature check.

**Employees:** Face coverings required while entering the building. Self-screening required using temperature kiosks procedures. Surgical masks at a minimum required while within all NCHC buildings. Staff may remove masks while working alone in private offices.

**Employees Working in Direct Patient/Resident Care:** Each patient/resident care area will be designated as being in Standard, Enhanced or Covid-19 Confirmed/Suspected Precautions. Units on Enhanced or Covid-19 Confirmed/Suspected Precautions must have it clearly posted on the entrance to the unit.

- o **Standard Precautions** – Surgical Mask and Gloves required. Eye Protection (face shield, goggles or safety glasses) required during applicable isolation precautions.
- o **Enhanced Precautions** – Surgical Mask, Eye Protection (Face shield, goggles or safety glasses), Gloves and Gown during patient encounters required.
- o **Covid-19 Confirmed/Suspected Precautions** – N95 Mask, Eye Protection (Face shield, goggles or safety glasses), Gloves and Gown during patient encounters required.

**NCHC COVID-19 WEEKLY CASE REPORT**

**Confidential Employee Report**

**Employee Cases Reported through January 28, 2022 (AM)**

Cases reported to right are current active employee cases. All employee cases previously reported that are no longer shown here have been cleared to return to work from NCHC Employee Health and local health officials based on a review of the individual case details.

Program	Current Active Employee Cases	Date Reported
<b>New Cases</b>		
Adult Hospital	1	1/28
Pine Crest – Multiple Units	1	1/28
MVCC Admin	1	1/28
Pine Crest – LTC	1	1/27
Community Treatment – Wausau	1	1/27
MVCC – Food Services	1	1/27
MVCC – Floor 2/Food Services	1	1/26
MVCC – Floor 3	1	1/26
Pine Crest Administration	1	1/26
Adult Hospital – Wausau	1	1/25
Youth Crisis Stabilization	1	1/25
Crisis Services – Wausau	1	1/25
<b>Previously Reported</b> All Cases no longer included below have returned to work		
Community Treatment – Antigo	1	1/24
Demand Transportation	1	1/24
Pine Crest Admin.	1	1/24
MVCC – Food Services	1	1/24
Adult Hospital	1	1/21
Pine Crest – North	1	1/22
Pine Crest – EYS	1	1/22
Youth Hospital	1	1/19
<b>Total Active Employee Cases</b>	<b>20</b>	
<b>Active Resident/Inpatient Cases</b>		
Youth Hospital	1	1/28
Fulton & Chadwick	2	1/28
MVCC – 2 North	2	1/26
Pine Crest – Special Care	1	1/26
Pine Crest – Special Care	1	1/25
Pine Crest – LTC South	1	1/25
Pine Crest Special Care	1	1/23
Pine Crest Special Care	1	1/20
MVCC – 2 North	1	1/20
<b>Total Active Resident/Patient Cases</b>	<b>12</b>	

**GENERAL OPERATIONAL GUIDELINES**

Program admissions, closures, and operations will be determined by Incident Command daily. Updates provided to staff at least weekly.

**Direct Care/Visitors**

- Essential visitors and contractors only.
- In-person treatment allowed in all programs. Masks and social distancing required. All areas require departmental cleaning procedures for pre/post in-person visits. Virtual treatment optional.
- In-Person Visitation allowed at Nursing Homes, Inpatient Hospitals, CBRF and Residential Homes (unless noted to right).
  - Program-established visiting hours.
  - Visitation limited to designated visiting areas or resident rooms only. No other travel throughout facilities. 2 visitors maximum per resident/patient at any time. Length of visit is determined by program.
  - Indoor, compassionate care and outdoor visits allowed. Outdoor visits are weather-permitting and determined by program.
  - Screening, masks and social distancing required.
  - Nursing Homes must allow in-person visitation on units under enhanced precautions. All visitors will be required to follow the the PPE guidance in place for those precautions.
- Volunteer programming allowed. Limited to 5 max at a time in building. Covid-19 vaccination required.

**Meetings or Groups - Please refer to Alert Level Response**

- NCHC in-person meetings allowed. Masks, 6-foot social distancing or physical barriers between individuals required.
- Treatment groups suspended at this time due to current community positivity rates. Only DBT & AODA Groups allowed.
- Non-NCHC groups or meetings are not permitted (i.e., AA, NA) in care areas (nursing homes, outpatient clinics). Wausau Campus Theater is allowed to be scheduled for outside group use. Contact Administration Office 715.848.4405.
- Group sizes for meetings limited based on each County's Positivity Rate. Masks & social distancing required. Meetings require Incident Command approval if in RED or higher # of people than desig. limit.

**HR / Remote Work**

- On-site interviews and Orientation are allowed with an option for virtual participation provided.
- Remote Work limited to those requiring exceptions. Please work with Manager and Human Resources if exceptions are required.

**PROGRAM-SPECIFIC OPERATIONAL UPDATES**

**Programs with Operational Changes**

Follow General Operational Guidelines (left) in addition to changes below.

- **Youth Behavioral Health Hospital: Covid-Confirmed Precautions: 1 Positive Patient on Unit.**
- **Mount View: Covid-Confirmed Precautions: 3 Positive Residents on 2 North. Enhanced Precautions: ALL Units.** Visiting Hours M-F: 7am – 7pm, Weekends: 10 am – 6pm.
- **Pine Crest: Enhanced Precautions: ALL Units except Rehab. Covid-Confirmed Precautions: 5 Positive Residents on Special Care, 1 on 900 Unit South.** In-Person Visiting Hours: M-F: 9am – 6 pm, Weekends: 9am – 3pm.
- **Residential Services: Open and operational. Covid-Confirmed Precautions: Fulton & Chadwick. Positive Resident at each location.**
  - o **Enhanced Precautions: Jelinek.**
  - o **Contact Precautions: Jelinek** due to presence of bed bugs.
  - o **Riverview Towers and Riverview Terrace:** Visitation allowed. Visitors and residents must wear a mask when outside of their apartment, in any indoor shared space.
- **Lakeside Recovery/MMT:** Closed. No Admissions.

**Open & Operational**

Follow General Operational Guidelines (left).

- Adult Behavioral Health Hospital
- Adult Day Services – Wausau
- Adult Day Services – Antigo
- Adult Day/Prevocational Services – Merrill
- Adult Protective Services
- Aquatic Therapy Center
- Community Treatment
- Clubhouse
- Crisis Center
- Crisis Stabilization Facility (Adult & Youth)
- Hope House - Wausau / Antigo
- McClellan House
- Outpatient Clinics
- Pharmacy
- Prevocational Services – Wausau
- Transportation

Program Hours and Operations Online: [www.norcen.org/Covid-19](http://www.norcen.org/Covid-19)



## 2022 Covid-19 Vaccination Clinics for NCHC Employees

To receive your 1st, 2nd or Booster dose in 2022, vaccination clinics will be available for staff on the first Friday of each month.

**Covid Vaccine Sign Up**  
<https://bit.ly/2022Vaccinations>

### Upcoming Vaccination Clinics:

**2/4/22 from 2:00 - 3:00 pm**

1st Floor Dining Room of OLD Mount View Building

**3/4/22 from 2:00 - 3:00 pm**

1st Floor Dining Room of OLD Mount View Building

The Covid-19 vaccine is a 2-dose vaccine. After you receive your first dose, please make sure to sign up for your second dose for the following month. For example, if you're signing up for your first vaccine in February – make sure to sign up for your second in March. You will also be given your return date for the 2nd vaccine on your COVID Vaccine Card when receiving your first dose.



## LINCOLN COUNTY FREE COVID-19 VACCINE CLINICS



Pfizer, Moderna, J&J  
1st, 2nd, booster &  
pediatric doses  
available!

**LINCOLN COUNTY HEALTH DEPARTMENT HAS PARTNERED WITH AMI EXPEDITIONARY HEALTHCARE TO PROVIDE COVID-19 VACCINE CLINICS**

Tuesdays  
Feb. 1, 8, 15, & 22  
3:00 - 5:00 PM

Lincoln County Health  
Department, 607 N. Sales  
St. Ste 101, Merrill

Saturdays  
Feb. 5, 12, 19, & 26  
10:00 AM - 1:00 PM

TB Scott Free Library  
106 1st St, Merrill

### PRE-REGISTRATION IS ENCOURAGED. WALK INS WELCOME.

To pre-register, go to <https://bit.ly/3AEGPCE>, scan the QR code or call 715-539-1375.

COVID-19 vaccine is provided at no charge. Children must be accompanied by a parent or guardian. Face masks are required.



All vaccine doses available!

## Expanded Days & Hours!!!

### Free Community COVID-19 Vaccine Clinic

Center for Business & Industry Building  
Northcentral Technical College - Wausau  
1000 W Campus Drive, Wausau, WI 54401

Enter lot off Campus Drive. Follow the signs.

Appointments are strongly recommended, but walk-ins are welcome!

The clinic has ALL approved vaccines and booster doses available (Pfizer, Moderna, and Janssen).

Minors under 18 years of age do require parental consent to receive the vaccine.

View booster dose information:  
<https://www.dhs.wisconsin.gov/covid-19/vaccine-dose.htm>

Call 1-844-684-1064 or visit <https://vaccinate.wi.gov> to confirm availability.

**Tuesdays**  
through  
**Fridays**  
11am-7pm

**Saturdays**  
11am-3pm



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**Marathon County  
Employees Credit Union**

**Use MCECU's Remote Deposit Capture to Deposit Checks from Anywhere!**

**Register through the "Remote Deposit" tab in your mobile app today!**

- Once registered, you will get an approval email
- Sign your check and add "For RDC Deposit Only to MCECU"
- Then simply snap a picture of the front and back of your check
- Click Next
- In most cases, check will be deposited into your account on the same business day  
(submission deadline 3pm during normal business hours)

Questions? Give us a call!

**We are a full-service credit union that offers products and services to meet all your financial needs.**

**Not a member? Join today!**

**Proudly Serving NCHC Employees and Your Families.**

Some RDC restrictions and limits apply. Contact for details.

[www.mcecu.org](http://www.mcecu.org)  
 715 261-7680  
[cuteller@co.marathon.wi.us](mailto:cuteller@co.marathon.wi.us)  
 400 East Thomas Street  
 Wausau, WI 54403



## Did you complete your January Learning Modules?

### January 2022 Organizational Learning Modules



Each month staff are assigned 30-60 minutes of organizational training that needs to be completed by the due date.

Log into the learning management system (LMS), *UKG Pro Learning*, to complete the following training modules:

- **Equity and Diversity in the Workplace** (10 minutes)
- **2022 NCHC Charge and Conviction Notifications and Background Checks** (5 minutes)
- **2022 NCHC Work Expectations, HR Policy Review and Acknowledgement & Job Description Sign-off** (15 minutes)
- **2022 Caregiver Misconduct & Mandated Reporting** (10 minutes)
- **Multi-factor Authentication (MFA) Cyber Security Training** (20 minutes)



### NCHC DIRECT CARE STAFF N95 Fit Testing

For staff in Community Living, Long Term Care, BHS Acute, Housekeeping, and Security programs at NCHC, you may be required to use a N95 mask.

Proper use of N95 masks requires fit-testing to ensure the best possible fit for your face. Before wearing a N95 mask, you need to ensure you are fitted with the proper size.

If you have not been fit-tested for a N95 mask and it is required for your position, please contact Learning & Development: Cagney Martin CMartin@norcen.org 715.848.4482 or Andrea Hebert AHebert@norcen.org 715.848.5136



### NCHC EMPLOYEE HEALTH & WELLNESS CENTER SURVEY

For all NCHC Employees and Their Spouses

NCHC is working in partnership with Marathon County to gather feedback about the Employee Health & Wellness Center located at the NCHC Wausau Campus. Below is a survey link that all employees in all NCHC locations and their spouses are encouraged to complete, whether you use the clinic or not. Your responses are confidential and will help us with future communication and planning.

Please complete the short survey here <https://bit.ly/EHandWellness>

### REPORTING EMPLOYEE ILLNESS, EXPOSURE OR SYMPTOMS Simplifying the Notification Process | Effective 1/25/22

When you feel sick and are experiencing symptoms of illness or had a Covid-19 exposure, all staff are required to report symptoms and stay home. We are streamlining this process and reducing the number of calls employees need to make.

If you are sick, stay home and report symptoms and Covid-19 exposures to your Manager only. You do not need to call Employee Health to report your symptoms or absence from work.

Your supervisor/manager will provide you with direction to get tested for Covid-19. Supervisors/Managers are then responsible for submitting the event in the SafetyZone Employee Form online as soon as possible. Employee Health will receive the details in a secure notification through SafetyZone and follow up with each employee to discuss their individual situation.

Please communicate with your supervisor/manager to make sure you have the appropriate contact information for your program.

Our current attendance and Covid-19 related policies will be updated to reflect this change. If you have any questions regarding this process, please email NCHCIncidentCommand@co.marathon.wi.us.

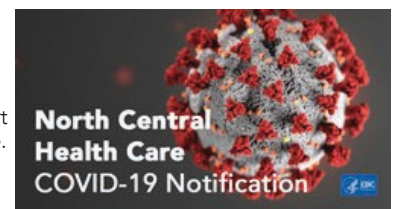




PHOTO OF THE WEEK



It's Open! The Bistro's First Customer!

Julie Lücko, MVCC

SHARE YOUR PHOTO OF THE WEEK

Email: [Communications@norcen.org](mailto:Communications@norcen.org) or Text: 715.370.1547



# COFFEE'S READY!

THE BISTRO COFFEESHOP & BAKERY IS NOW OPEN

North Central Health Care's BRAND NEW COFFEESHOP & BAKERY, The Bistro, is officially open for business! Located in the first floor main lobby of the Mount View Care Center building, The Bistro will be staffed MONDAY - FRIDAY, 7:30AM - 3PM. The Bistro will be serving a variety of baked goods including scones, muffins, bagels and cheesecakes, various coffee and espresso options and grab and go food items like yogurts, fruit cups, juices and more. Swing by and check them out this week!

CASH, CREDIT OR QUICKCHARGE PAYMENTS ACCEPTED



COFFEE MENU		
	16oz	20oz
CAPPUCCINO	3.50	4.00
LATTE	3.50	4.00
AMERICANO	3.00	3.50
MACCHIATO	3.25	3.75
COFFEE	1.50	2.00
ICED COFFEE	1.50	2.00
HOT CHOCOLATE	2.00	2.50
HOT TEA	2.00	2.50
FLAVOR SHOTS	.50	.50
<small>VANILLA (REGULAR + SF)   SALTED CARAMEL (REGULAR + SF) IRISH CREAM   PEPPERMINT   WHITE CHOCOLATE   MOCHA</small>		
ESPRESSO SHOT	1.00	1.00

BAKERY MENU	
SCONES	
MUFFINS	2.00
BAGELS	2.00
M&M CHOCO CHIP COOKIE	2.00
MARSHMALLOW CRISPY BAR	1.25
PEANUT BUTTER CRISPY BAR	1.75
CHEESECAKE	2.00
PUFF PASTRY	4.00
	1.50

*\*Please note: All sales subject to Sales Tax.*

WATCH FOR ADDITIONS TO OUR MENU INCLUDING HOT SANDWICHES FOR BREAKFAST AND LUNCH!

# THE BISTRO

COFFEESHOP & BAKERY | MOUNT VIEW, FLOOR ONE

Monday - Friday | 7:30am - 3:00pm





# BLOOD PRESSURE

## KNOW YOUR NUMBERS

**BLOOD PRESSURE** is the force of your blood moving against the walls of your arteries. It's expressed as **TWO NUMBERS**:

**Top Number:**  
**SYSTOLIC** (mm Hg)  
The pressure or force in the arteries when the heart beats

**Bottom Number:**  
**DIASTOLIC** (mm Hg)  
The pressure measured between heartbeats

**WARNING!**  
Over time elevated or high blood pressure weakens your heart, blood vessels and kidneys, and makes a stroke or heart attack much more likely

### LIFESTYLE CHANGES that Lower Blood Pressure

**Move More**  
Get regular physical activity

**Focus on Nutrition**  
Follow the DASH diet and eat potassium-rich vegetables

**Cut Salt**  
Aim for 1,500 mg of sodium or less per day

**Limit Alcohol**  
For men, not more than 2 drinks per day; for women, 1

**Lose Weight**  
Losing just a few pounds can make a big difference

**Don't Smoke**  
If you smoke, stop

**De-stress**  
Meditation and rest help lower blood pressure



Information provided for educational purposes only. Please consult your health care provider about your specific health needs.

Go to [CardioSmart.org/HighBP](http://CardioSmart.org/HighBP) to learn more about High Blood Pressure.

@CardioSmart Facebook.com/CardioSmart

If you would like to download or order additional posters on various topics, visit [CardioSmart.org/Posters](http://CardioSmart.org/Posters)

©2015 American College of Cardiology. 2015



<https://bit.ly/Tria2022B>

### How to Start AND Finish Your 2022 New Year's Resolution

To start off being successful in your resolution, you should set specific goals. A great method to use is the SMART goals method. SMART goals help you to identify the clear results that you are working to achieve.

- S – Specific:** What will be accomplished? What actions will you take?
- M – Measurable:** What data will measure the goal? (How much? How well?)
- A – Achievable:** Is the goal doable? Do you have the necessary skills and resources?
- R – Relevant:** Does the goal align with your broader goals? Why is the result important?
- T – Time-Bound:** What is the time frame for accomplishing the goal?

This layout should give you a clear vision of what you hope to achieve, and a plan mapped out of how to get to that result.

### What if You Fail? Try, Try Again

This is not going to be an easy journey and challenges will arise. You may miss a day, fall back into old habits, or simply just want to give up. Whatever the case may be, try not to be too hard on yourself.

Here are a few ways to be kind to yourself and not put yourself down:

Instead of "I blew it. What's the point now?"  
...say, "That was a bad decision, but a good learning opportunity. What's my next step?"

Instead of, "My legs are SO sore. I can't possibly work out today"  
...say, "Let's give my leg muscles a rest today. What can I do to work my arms?"  
or: "Of course my muscles are sore. They're supposed to be. It will get easier."

Instead of, "This is too hard!"  
...say, "Making it through today is going to really build my confidence."

Tria Health will help support you in managing your health, medications & healthcare budget.



### Sign Up Today!

Sign up today for Tria Health's Pharmacy Advocate Program. Our online enrollment form makes signing up easier than ever!

[Sign Up](#) <https://bit.ly/Tria2022A>



### Tria Health Help Desk

Call the Tria Help Desk at 1.888.799.8742 to speak with a pharmacist regarding any medication-related question.

[View Help Desk Hours](#)  
<https://bit.ly/Tria2022B>



## HELP SUPPORT OPPORTUNITIES FOR KIDS IN COMMUNITY TREATMENT

### My Local Deals Coupon Books Available!

Our NCHC Comprehensive Community Services (CCS) Team has started their annual coupon book fund raiser! Please help out kids with special needs by purchasing one of the 2022 My Local Deals coupon books. This year there are over 100 participating businesses (many with multiple coupons) in the Wausau, Stevens Point, Marshfield, Merrill, Mosinee, Wisconsin Rapids, Tomahawk and Rhinelander areas.

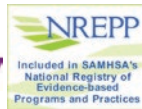


Books are \$20 each and \$14 from each book goes directly to help the youth in our programs!!

There are over \$5,000 worth of savings in each book!

A few examples of the coupons include \$20 in Kwik Trip gas coupons, buy one get one for WOW laser tag (\$17 value), free cheese curds at Milwaukee Burger, golfing, spa services, pizza, oil changes, and tons of restaurant coupons! Cash or check only and please make any checks out to Gina Lenz. Thank you so much for helping us to improve the lives of the children we serve. These funds are used to send children to camps that they wouldn't otherwise have the opportunity to attend, incentives to help them meet their goals, and basic needs items. **Please contact Gina Lenz at glenz@norcen.org to get your Coupon Book today.**

Your Support is greatly appreciated!



### What is NAMI's Family-to-Family Education Program?

NAMI Family-to-Family is for families, caregivers and friends of individuals with mental illness. The course is designed to facilitate a better understanding of mental illness, increase coping skills, and empower participants to become advocates for their family members. The course consists of 8 two-and-a-half hour sessions. Trained family members teach the course who know what it is like to have a loved one living with mental illness. The Family-to-Family Program is offered at no cost to the participants.

NAMI Northwoods will offer its NAMI Family-to-Family Education Program beginning Tuesday, February 22, 2022. The class will be held from 6:00 – 8:30 p.m. at Grace United Church, 535 S 3rd Ave. Wausau, WI. Must follow CDC recommendations of wearing a mask. Class size is limited, so register early. Registration due by Feb 19.



"This course overall was the single most, without a doubt, helpful and informative thing ever offered in all my years searching for answers... It has helped me to understand better and communicate more effectively with my brother."



Register online at [Naminorthwoods.org](http://Naminorthwoods.org)  
715-432-0180  
[naminorthwoods@gmamil.com](mailto:naminorthwoods@gmamil.com)

**About NAMI Affiliate**  
NAMI Northwoods and dedicated volunteers, members and leaders work tirelessly to raise awareness and provide essential education, advocacy and support group programs for people in our community living with mental illness and their loved ones.

## FOR ALL NCHC USERS Multi-Factor Authentication (MFA)

### What is MFA?

MFA provides another layer of protection by requiring both username/password and a code from something you have.



### Why do we need to use MFA?

MFA is required for our cyber risk insurance which protects us from costly data breaches.

### What proof can we use for MFA?

- Code from a mobile app on a smart phone or tablet
- Token (key fob/dongle)

### When is MFA used?

- MFA will be required for:
- VPN remote network access
  - e-mail (both on or off the network)
  - Portal.Marathon.co.wi.us
- But you will only need to enter your MFA code periodically (about every 90 days for email). VPN will always require MFA.



### What do you need to do?

Log into UKG Learning and complete the assigned MFA module by January 16.\*

It includes step-by-step instructions to set up the MS Authenticator mobile app. You will need a work or personal smart phone to complete the module. Work with your manager to request a token if you are not able to use the app with your personal or work smart phone.



\* If you are unable to complete the module by January 16, please complete as soon as possible and speak with your manager. Your access to email and VPN will be impacted if you do not follow the instructions and complete the module and installation.

### HAVE MFA QUESTIONS OR NEED HELP?

Please contact the CCITC Help Desk x6710 or 715.261.6710 if you need assistance.

## MULTI-FACTOR AUTHENTICATION WILL BE ENFORCED FOR EMAIL AND VPN

Multi-Factor Authentication (MFA) has been turned on for email and VPN access. All NCHC employees are required to log into UKG Learning and complete the MS Authenticator set up as soon as possible. If you take no action, you will not have access to work email or VPN. If you have already completed this step, thank you! If you are still having issues with your email, on your computer or mobile device, please contact the Help Desk at x6710 or 715.261.6710 with any questions.

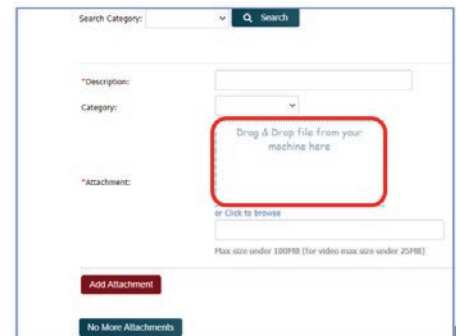
## SAFETYZONE UPDATE User Enhancements



When you log into SafetyZone you will now have access to a new feature! In your reporting, you now can drag and drop attachments when submitting a SafetyZone event.

After saving the submission, when asked if there are any attachments for this event, select Yes. You can use the Drag & Drop feature to add an attachment.

Drag and drop the document and click Add Attachment. The screen will update to indicate the attached document. When finished select No More Attachments.

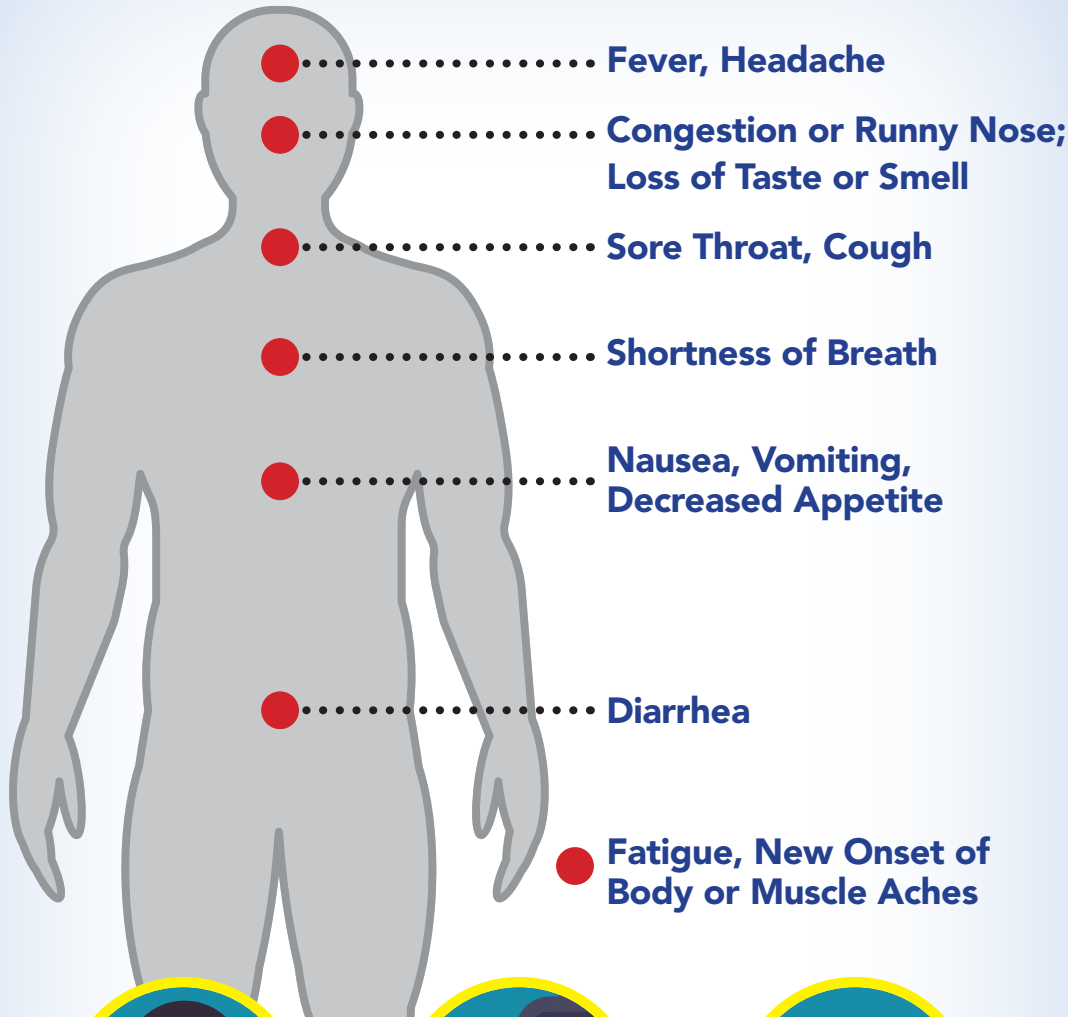






# Common Covid-19 Symptoms

## Please Stay Home If You Are Sick



**Wear a Mask**



**Wash Your Hands**



**Screen & Monitor for Symptoms**

**Report Symptoms and Covid-19 Exposures to Your Manager Immediately.**



All NCHC Employees will continue to screen appropriately, report symptoms and not report to work if experiencing any signs of illness. Staff are required to use PLT or take unpaid leave due to symptoms or exposure.

**Questions? NCHC Employee Health: 715.848.4396**

### IS IT COVID-19? Know the symptoms of Covid-19

The only way to know is to get tested. If you are experiencing symptoms of Covid-19, contact your manager immediately.

### EMPLOYEE DRIVE-THRU TESTING

Employee drive-thru testing is available for Nursing Home and Direct Care Employees who are experiencing symptoms.\*

**Monday – Friday Employee Testing Locations:**

**Mount View Staff:** MV Main Entrance. Remain in Vehicle. Call Connie 715.432.4257 for appt. M-F.

**Pine Crest Staff:** 9 am or by appt. at Pine Crest Main Entrance. Remain in Vehicle. Call Destiny 715-539.2552 for appt. M-F.

**BHS and Non-Nursing Home Employees in Direct Care:** 10 am Youth Hospital Garage. M-F.

\*Please note, the above testing schedule is not for routine testing required for nursing home employees.

Be safe. Be well. And prevent the spread of illness.



In the **NEW Mount View Building**

*Now Open!*

**WAUSAU CAMPUS CAFÉ**

# Grab-N-Go



**Monday – Friday**  
9 am – 5:30 pm



**Breakfast 9:00 am**

Assorted Pastries, Muffins, Bagels

**Lunch 11 am – 1:30 pm**

Hot Food Bar \$.45/ounce

**9 am – 5:30 pm**

Grab 'n Go Sandwiches, Soups & Salads,  
Juice, Water, Snacks

**REMINDER:** When you use self check-out in Wausau Campus Cafe, please remember to hit the **SUBMIT** button on screen.

If you don't hit **SUBMIT**, you are not paying for your food.

## What's For Lunch?

JAN. 31 – FEB. 4, 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<u>main course</u> Spaghetti & Meat Sauce Broccoli Garlic Bread	Open Faced Beef Sandwich Green Bean Casserole Mashed Potatoes	Sweet & Sour Chicken Oriental Mixed Vegetables Fried Rice	Roast Turkey & Gravy Baked Tomatoes Augratin Potatoes Dinner Roll	Poorman's Lobster Carrots Baked Yams
<u>dessert</u> Applsauce Gelatin	Creamy Frosted White Cake	Sugar Cookies	Chocolate Swirl Cake	Chery Delight
<u>soup of the day</u> Vegetable Soup	Chicago Pork Stew	Beef Noodle Soup	Savory Chicken Noodle Soup	Minestrone Soup

**REMINDER:** The old NCHC Wausau Campus cafeteria has been closed indefinitely. There will be no access to the water/ice machine or microwave. Please transition into using the new cafeteria location.



# THE BISTRO

7:30AM – 3PM

MON THRU FRI

## NOW SERVING BREAKFAST!

BUILD YOUR OWN SANDWICHES | BAKERY ITEMS | COFFEE



### - HOW TO - BREAKFAST SANDWICH

#### PICK YOUR STYLE

EGG + CHEESE ..... 3.00

EGG, MEAT + CHEESE ..... 4.00

#### PICK YOUR BREAD

CROISSANT

BAGEL

ENGLISH MUFFIN

#### PICK YOUR MEAT

HAM

SAUSAGE

BACON

*\*Please note: All sales subject to Sales Tax.*



### WATCH FOR ADDITIONS TO OUR MENU INCLUDING PANINIS & SALADS FOR LUNCH!

North Central Health Care's **BRAND NEW COFFEESHOP & BAKERY**, The Bistro, is officially open for business! Located in the first floor main lobby of the Mount View Care Center building, The Bistro will be staffed **MONDAY – FRIDAY, 7:30AM – 3PM**. The Bistro will be serving a variety of baked goods including scones, muffins, bagels and cheesecakes, various coffee and espresso options and grab and go food items like yogurts, fruit cups, juices and more. Swing by and check them out this week!

**CASH, CREDIT OR QUICKCHARGE PAYMENTS ACCEPTED**