

A Weekly Update For The Employees of North Central Health Care



NEWS YOU CAN USE

WEEKLY CONNECTION WITH OUR TEAM

NCHC Employees,

In the past few days, there has been a great deal of discussion and awareness regarding the administrative leave of our CEO, Michael Loy. Kurt Gibbs, the Chair of our North Central Community Services Program Board (also referred to as the NCHC Board), shared an emailed memo earlier this week that outlined recent events and provided a high-level summary. We hope that you have had the opportunity to read that communication. We know this information is a lot to take in. We also want you to know that communication with you is vital and as an Executive Management Team, we wanted to reach out to you.

While currently we do not have specific details around what is being discussed in the closed sessions of the Board, it is important to note that this situation is a concern with the North Central Health Care Board of Directors and our CEO, who reports directly to the Board. While the situation is ongoing, we will do our best to keep you informed to the level that we are able. We know it can be frustrating and unsettling to not have answers to all your questions, however we need to trust the process, our policies and wait for the outcome to be provided. We are committed to you, those we serve and our communities and we will work to ensure that our operations and care will continue forward with minimal impact.

Our Executive Team and Board remain confident in our Mission, Vision, and the strategic plan for NCHC. The Board has provided reassurance to our Executive Team that we are moving forward with initiatives and business as planned. They remain committed to supporting NCHC's goals and our operational plan. Cerner will go live as planned, as will the Wausau Campus renovations. We won't lose sight of all of the exciting changes and opportunities we have ahead of us. For some, it may feel like we are in uncertain times, however please know that WE are confident and committed as your Executive Team, and we will continue to move the organization forward together.

This process will likely take some time to resolve and we appreciate your patience, understanding and dedication to North Central Health Care while we navigate this situation. Please do not hesitate to reach out to any member of the Executive Team with any questions or concerns. We can't thank you enough for all you do each and every day.











Jarret Nickel

Employee Spotlight...

Chloe Nylund & the Youth Hospital Garden

Track-IT.....

Voluntary Benefits Open Enrollment



Why: Thank you so much for always taking the time to give me verbal report on all of our clients every shift you work.

Submitted By: Kristen Davis

Stabilization



ADMINISTRATOR ON-CALL x4488 or 715.848.4488

Monday, June 7 -Monday, June 13

Jarret Nickel







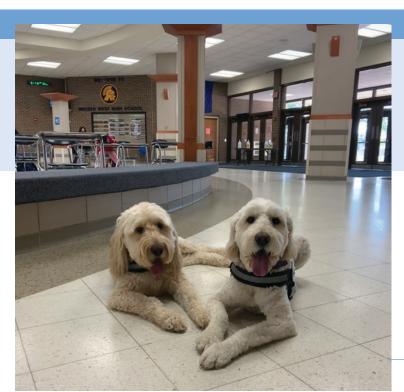


PHOTO OF THE WEEK

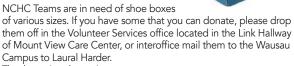


BROTHERS

Alvin & Theo

Alvin, NCHC Therapy Dog hangs out with Theo, his litter mate and take in the coolness of the Wausau West High School building. Theo serves on the Wausau Police Department as a Therapy Dog. The two get a chance to meet when staff from our Crisis Assessment Response Team (CART) and our Partners at Wausau PD work together. Can you tell who is who?





Thank you in advance!



While NCHC asks for all hands-on deck during these situations, we understand that not everyone may have specialty training to care for individuals during these responses.

For Medical Emergency Dr Blue situations, we ask that as many staff respond as they can. Ideally those who are Basic Lifer Support (BLS) trained and are current with their BLS certification will be asked to participate with hands on care such as compressions, ventilations, and/ or AED use. Those not BLS trained can certainly help in other ways such as scribing, making phone calls, clearing the area, running for supplies, or waiting for EMS arrival.

For Dr Green situations, those who are CPI level 3 trained (those trained in proper techniques to hold individuals) are asked to come forward when responding to the area and verbalize that you are CPI level 3 trained. This will assist the leader running the Dr Green to call on people for further hands-on assistance. Those who are not CPI level 3, we still need your help as we may ask you to help call 911, run for supplies, assist with crowd control, or other tasks that do not involve hands on care of the individual.

In either situation, if you have NOT been trained, please feel empowered to say so and offer support elsewhere. If you are trained, please step forward and offer to assist in any hands on that you can.



SEE YA!

Giant Cranes Leave Wausau Campus

What doesn't seem like a big deal, is an enormous HUGE deal. The giants cranes that have graced our Wausau Campus for over a year have left the construction site. Have you ever navigated a mammoth crane. It is a big deal! Thanks to Troy Torgerson for sharing this photo of the cranes heading out.







Wear a Mask - Maintain Social Distance - Wash Your Hands - Stay Home If You Are Sick. Report Symptoms and Covid-19 Exposures to Employee Health and Manager

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. Employee Health: 715.848.4396

PPE GUIDELINES

Visitors: Cloth face covering or surgical masks required. Visitors to Nursing Homes and Adult/Youth Inpatient Hospitals will be screened using the COVID Screener (Version 3). All other visitors will only require temperature check.

Employees: Face coverings <u>required</u> 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, Gloves and Eye Protection (Face shield, goggles or safety glasses) required.
- o Enhanced Precautions Surgical Mask, Eye Protection (Face shield, goggles or safety glasses), Gloves and Gown during patient encounters
- 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 June 3, 2021

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

Current Active Date Program **Employee Cases** Reported

New Cases

No new cases reported

Previously Reported All other previously reported employee cases have been cleared to return to work.

Total Active Employee Cases

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, window, compassionate care and outdoor visits allowed.
 - Outdoor visits are weather-permitting and determined by program.
 - Screening, masks and social distancing required.
- Volunteer programming allowed. Limited to 5 max at a time in building. Covid-19 vaccination required.

Meetings or Groups

- NCHC in-person meetings and treatment groups allowed. Masks required. 6-foot social distancing or physical barriers between individuals required.
- 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 or treatment limited to 50 people or less. Social distancing required. Meetings or treatment greater than 50 requires Operations Executive/Incident Command approval.

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.

- Mount View: In-Person Visitation allowed on all units. Visiting Hours: M-F: 9am - 6 pm, Weekends: 11am - 5pm.
- Pine Crest: In-Person Visitation allowed on all units... Visiting Hours: M-F: 9am – 6 pm, Weekends: 9am – 3pm.
- Residential Services: Open and operational.
 - o Contact Precautions due to presence of bed bugs: Forest Street.
 - 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 Day Services Antigo
- Adult Day Services Wausau
- Adult Day/Prevocational Services Merrill
- Adult Protective Services
- Aquatic Therapy Center
- BHS Adult Hospital
- BHS Youth Hospital
- Community Treatment
- Clubhouse
- Crisis Center
- Crisis Stabilization Units (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







Hi! I'm Chloe Nylund, a Behavioral Health Tech at the Youth Hospital. I want to share pictures of the garden I started at the Youth Hospital with donated items and donated funds from the company Domtar. The kids had really fun planting the seeds to start the garden. Some of the seeds we planted include; carrots, peppers, corn, squash, zucchini, and sweet peas. This past weekend I got plants like rosemary, lavender, peppermint, and tomatoes so the clients can smell the lovely smells that the plants have to offer. I wanted to start a garden for the clients to enjoy summer and to get their hands in the soil. There are so many benefits for having a garden and I hope this encourage others to start a garden because you can truly start a garden anywhere! :)

















Continual Readiness JUNE 4, 2021

Flash Fridays will be distributed weekly on Fridays to prepare you for upcoming surveys like The Joint Commission or State of WI surveys. The Continual Readiness information provided will pertain to all areas within NCHC, from Behavioral Health to Skilled Nursing Care, however some information may be more specific to one survey. Some may only pertain to clinical staff, but always read it thoroughly. If you have questions, ask your Team Leader to explain how the topic relates to your area.

Meet your Safety & Security Manager - Sarah Rothmeyer

Sarah Rothmeyer recently began at North Central Health Care as the Manager of Safety and Security. Her oversight includes Emergency Preparedness, Environment of Care (EOC), and most recently, Security. You will often find Sarah walking the halls completing rounding to ensure the facility is in tip top shape and ready for survey. Things she is on the lookout for include; hazards to the work environment, necessary facility repairs, employee safety, security measures, fire and life safety, hazardous materials and waste, medical equipment, and utilities. A large focus of the Safety & Security Manager will be ensuring our facility is a safe environment for all who enter. As our facilities are expansive, it is up to everyone to work together to ensure North Central Health Care is a safe facility.



Sarah Rothmeyer Safety & Security Manager

Another part of Sarah's position includes planning for emergencies. Sarah will have involvement in drills, creation of policies and procedures, and creation of employee training. Additionally, Sarah is active with the regional Healthcare Emergency Readiness Coalition and actively partners with Marathon County Emergency Management.

Sarah most recently began oversight of North Central Health Care's Security Department. With this added oversight, Sarah hopes to streamline security responses and improve current processes in place.

If areas needing additional attention are identified, please contact Sarah.

Have Safety & Security Questions or Concerns?

Email SRothmeyer@norcen.org **Office** 715.848.4579 Cell 715.219.4787







NCHC PSYCHIATRY TEAM SITS DOWN WITH WSAW TV 7 The Importance of the Psychiatry Residency Program

Dr. Gouthro, CMO, Dr. Yasin and Dr. Hoppe met with Emily Davies of WSAW TV7 this week to discuss their journey in healthcare and the important role residency programs play in rural healthcare. The Medical College of Wisconsin's goal to keep the physicians it is training, not only in Wisconsin but in rural areas

is working. In its inaugural class, six of seven graduates from the psychiatry residency program at the central and northeastern campuses are staying in Wisconsin; three are taking up roots in north-central Wisconsin. To read the full article, visit https://bit.ly/3uROAAM







Build your baby's brain through talk!

Free classes for parents outdoors!



- FREE meal and childcare
- FREE children's book each week
- FREE class materials
- FREE gas cards and fun prizes

With LENA Start YOU CAN:

- Get your child ready for success in school
- Learn simple ways to increase your child's language growth
- Improve communication with your child
- Track your progress with a LENA device



WHO: Parents/caregivers of children 0-33 months old

WHAT: 10-week parent education program

WHEN / WHERE: MONK GARDENS, Mondays 5:30-6:30pm (dinner at 5pm) starting June 14th

OR RIVERSIDE PARK, Thursdays noon—1pm (lunch at 11:30am) starting June 17th

Fun programming for kids while you learn Classes in English or Spanish CDC mask and distancing guidelines observed

MORE INFO / REGISTER: Visit lenastartmc.org, call/text 715-660-0397 or email ntank@chw.org



REGISTRATION DEADLINE: June 16th, 2021 **FREE! SIGN UP TODAY!**

COVID-19 PREPAREDNESS & RESPONSE

Covid-19 Screening and Mask Update for NCHC Employees Effective June 2, 2021

Screening Updates

Employee Screening:

There are no changes to NCHC Employee Screening. Employees are required to self-screen and take/record temperatures when reporting to work.

Visitor Screening:

Nursing Homes and Inpatient Adult and Youth Hospitals: No changes to screening. Visitors are still required to wear masks and log temperatures/names in documentation and attest to the visitor screening questions.

All Other Areas: Screening will continue to include temperature checks and providing required masks to visitors for entry to all NCHC locations. Employees administering visitor screening are no longer required to record names, dates and temperature of visitors on logs. Validation by the employee that the visitor is wearing a mask and that their temperature is below the 99.8° is all that is required.

Mask Updates

Masks are still required in all NCHC facilities.

Employees may now remove masks when walking to/from their vehicle in the parking lot areas, as long as they maintain social distancing from others. Please continue to wear your mask when you are entering/exiting buildings.

Nursing Home Visitation Clarification

Outdoor visits are allowed at Nursing Homes per the current policy, are dependent on weather and also any existing operational restrictions that exist, such as outbreak or enhanced precautions status.

For the safety or our residents, employees and visitors, if visitation would be restricted due to a Covid-19 outbreak or enhanced precautions at the nursing homes, then outdoor visitation would also be restricted.

DO YOU HAVE CHILDREN UNDER 3? Here is an opportunity for you!

LENA Start will be holding in-person, outdoor classes at Monk Gardens and at Riverside Park. There will be concomitant programming available for the kids at the park. As always, classes are free, and a meal and childcare are provided.

Past Participant of LENA? We Need Your Referrals!

LENA grads who refer another family are given a \$10 gift card if the referred family graduates.







Come support our community to commemorate Freedom Day on Saturday, June 19th from 2:00 PM-9:00 PM at Whitewater Music Hall in Wausau. There is going to be food, drinks, music, activities for kids, a Covid vaccination clinic, and an open mic night! If you have questions about the event, contact Kayley at kayleymccolley3500@gmail.com.



RETIREMENT NEWS! Congrats Cheryl Martino!

Cheryl Martino, Protective Services Rep in Adult Protective Services has announced her retirement on 6/25/2021, after 12 years of service. Thank you Cheryl for all you have given to our programs and those we serve. Enjoy your retirement!



















Location and Time(s) of Meals: Mon - Thurs June 8th - July 15th

(No Meal Service July 5th)
GD Jones, Hawthorn Hills, Lincoln, Riverview, Thomas Jefferson Breakfast 7:45 - 8:15 a.m. Lunch 11:15 a.m. - 12:15 p.m. Contact:

> Wausau School District **Nutrition Services** 715-261-0806

More Info:

wisummerfood.org or call 211 Text: 'food' to 877-877 for meals near you.

This institution is an equal opportunity provider.

Summer Food Service Program Wisconsin Department of Public Instructio





Track-It!

TRACK-IT

North Central Health Care **Partnerships Moving NCHC Forward**



As part of a system-wide initiative, CCITC and NCHC Information Management Services (IMS) Team have partnered to expand the IT Ticket Tracking Software called "Track-IT". The IMS team has been testing out the product this past month and it is ready for use and set to use system-wide for all NCHC locations. Additionally, it will be ready to roll for the Cerner go-live and for all other IT issues in the future. This means, if you have an issue, instead of calling a department, IMS, HR or other, all requests will go through HelpDesk and be entered into the Track-IT system.

What is Track-It?

All IT-related issues will now be housed in a software that allows us to track tickets for issues, problems, projects, etc. This is the same system that CCITC has used in the past, so e-mails about reported IT issues and will look identical. Using Track-IT and tracking tickets submitted will allow us to have better communication with departments, have an audit trail of all IT issues, and have analytics to report out on.

So What Does This Mean For Me?

For all-staff at all locations in our three counties, will report any and all IT-related issues with any system or software, all requests for assistance and help will go to the HelpDesk at 715.261.6710, x6710 or helpdesk@ co.marathon.wi.us.

Ticket Numbers

The ticket number that you will see in emails is like the Golden Ticket of Willy Wonka (but less candy). The ticket shows that your issue has been logged and is auditable/retrievable. When referencing questions about an issue or a request for follow-up, provide that ticket number to a CCITC/IMS team member and they can get you a status update.

What Will Look Different?

When you contact the HelpDesk for all IT related issues, you will receive an email to confirm that a ticket has been issued. Here is an example of an e-mail that will be sent if you are the requester of the issue, project, or problem:

Sent: Monday, May 24, 2021 12:46 PM

To: bed Nieuwick Helson derweiderhandhan mange

Subject: [Ticket:202103820] MatrixCare downtime unexpected has been created.

Thank you for contacting the help desk. We have received your request.

Ticket number: 202103820

Ticket summary:

To add additional comments, you may reply to this email or contact the help desk at #6710.

Thank you to our NCHC IMS team and CCITC for working together on this initiative. Your work is setting our NCHC IT up for future success and greater efficiency!



2ND QUARTER EMPLOYEE UPDATES VIDEO AVAILABLE IN UKG LEARNING

Log In and Check It Out!

Due to unanticipated delays, the 2nd Quarter Employee Update video was pushed out a little later than anticipated. We apologize for any inconvenience. It's available now in UKG Learning!

WHERE IS THAT? **Adult Crisis Stabilization Facility??**

In the last few months, we have had a lot of changes on the Wausau Campus. Programs have moved and even changed names. We wanted to provide some clarification for emergency responses to help staff understand where to go.

The Youth Hospital is located off of Marshall Street and in a separate building to the north of Mount View.

The Adult Hospital is located in the main building adjacent to Crisis Services.

The Adult Crisis Stabilization Facility, formerly known as Adult CBRF or Crisis CBRF is located next to the Youth Hospital in a separate building next to Mount View.

In the next few months, there will be additional changes to program locations as the Crisis and BHS programs shift around for remodeling. Stay tuned for a video walk through!







III Rinsights



Here's how it works...

Step 1: Tell Us About Your Recruit

Text "Refer" to 715.598.3663

Email HResources@norcen.org

Complete Referral Form in Human Resources

Step 2: Meet Required Criteria

You and your recruit must be in good standing throughout this period and have no written warnings for attendance or other performance.

Step 3: Get Paid!

When your recruit joins the NCHC Team, and you both have met the referral requirements **YOU** will earn the following:





Be Sure to Visit Our Website at www.norcen.org/Careers

for the latest Job Opportunities!



SHARE NCHC JOB POSTINGS ON SOCIAL MEDIA!

LITERACY BI-MONTHLY From the Direc



REFERRAL BONUS

The Human Resources Team receives lots of questions pertaining to the Referral Bonus Policy. We are excited our staff are taking advantage of this and sharing the great opportunities we have at NCHC in all three counties. Here are some answers to commonly asked questions:

- Per the Referral Bonus policy, previous employees (that have been an employee of NCHC at any time) and contract employees (that have been here the last year) are not "eligible hires" for current employees to receive a referral bonus on. See highlighted area below:
- Eligible employees will be rewarded a referral bonus when they refer a qualified candidate for successful employment at
- The candidate must be hired into a budgeted full-time equivalent (FTE) position of 0.50 or greater, and remain employed in good standing and in the status of 0.50 or greater. Market sensitive positions can be hired at less than 0.5 FTE and still receive referral bonus.
- The referring employee must be employed by NCHC and in good standing at the time the bonus is paid to be eligible for payment.
- The referral bonus does not apply for inhouse transfers or promotions or referring prior employees. The referral bonus does not apply for referring former students, contract employees or temporary employees within one year of separation.
- Only one employee will receive an Employee Referral Bonus per candidate.

CLUBHOUSE TEAM FEATURED ON LITERACY NEWSLETTER

Community Outreach News

Congrats to our Clubhouse Team for their work with the McLit's tutoring program. Read the full article on our Clubhouse Facebook page at www.facebook.com/ClubhouseNCHC











Open Enrollment

Now is your annual opportunity to enroll or make changes!

Voluntary Benefits

- 1. Short Term Disability
- 2. Accident Plan
- 3. Critical Illness Policy

Voluntary benefits provide the opportunity to protect your finances in the event of an unexpected health event whether you have an injury, illness, accident or are diagnosed with a serious condition. These plans are designed to offer you some security and peace of mind.





View this short video to learn more about these valuable benefit offerings!

The online enrollment portal is open June 1st—June 11th. Log on today!!

https://standard.benselect.com/NCHC



NCHC EMPLOYEE VOLUNTARY BENEFITS OPEN ENROLLMENT

June 1 - 11, 2021

Beginning Tuesday, June 1st through June 11th, open enrollment period for the voluntary benefits, Short-Term Disability, Critical Illness and Accident Insurance will be available. Information and instructions are available below and attached on how to enroll or change your voluntary benefits. There is also a helpful video to walk you through the process and available benefits. All of this information is also available in UltiPro/UKG from your computer (instructions attached). To begin, watch the helpful video below. Then use the link below to log into the online enrollment portal and complete your enrollment.

NOTE: If you are not changing your current Voluntary Benefits (Short-Term Disability, Critical Illness and Accident Insurance), then you do not have to do anything and your current Voluntary Benefits will continue. This enrollment period is only for new enrollees in the Voluntary Benefits, changes or cancellations. If you are not interested in enrolling Voluntary Benefits, no further action is necessary.

If you have any questions, please contact Human Resources at 715.848.4419 and ask for Lynn! You can reach Lynn directly via phone or email. Lynn Wengelski, Compensation & Benefits Analyst 715.848.4438 lwengelski@norcen.org.

To access the video link and information for the 2021 Voluntary Benefits Open Enrollment, you may log into UltiPro/UKG:



Once logged into UltiPro/UKG, locate the grey bar on the left or right side of the screen



Place your cursor over the grey bar and it will reveal an arrow. Click the arrow to advance the Main



Under Human Resource News, is the link to the video and plan information.



If you have questions, please contact Human Resources at 715-848-4419.

Free Skin Cancer Screening

Completing this screening will earn you 5 Well-Being points for the NCHC Well-Being Program!

Aelanoma is the most fatal form of skin cancer in the United States. Anyone can get skin cancer, but it is more ommon in people who are light skinned, have a history of sunburns, a family history or over age 50. But if ound early, skin cancer can be treated with removal only before it has spread to other areas of the body.



June 17, 2021

12:00pm - 6:00pm

Appointments required

If not able to make these specific days, skin cancer screenings can still be scheduled at the Employee Health & Wellness Center for a date and time that is convenient.

Employee Health & Wellness Center

1000 Lake View Drive, Suite 200 Wausau, WI 54403

715-843-1256



BH







North Central Health Care



20 POINT ACTIVITY

JUNE 13TH - JULY 24TH Fitness For All

6 WEEK PHYSICAL ACTIVITY CHALLENGE

Beginner or pro, this six-week program will help you create a well-rounded fitness program. Each week, you'll learn about fitness topics, including cardiovascular activity, strength training, stretching, balance, and motivation, plus you'll receive tips and ideas to improve your routine. Link your favorite activity tracker, or log your active minutes manually via the Managewell portal. Sign up today!

TO EARN MANAGEWELL POINTS, PARTICIPANTS MUST:

- √ REGISTER BY JUNE 17TH
 - √ COMPLETE THE PRE CHALLENGE SURVEY
- √ TRACK 120 ACTIVE **MINUTES EACH WEEK**

(Track activity up to 7 days in the past)

√ COMPLETE THE POST **CHALLENGE SURVEY**



JOIN OUR COMMUNITY ON FACEBOOK **@NCHC EMPLOYEE HEALTH & WELLNESS**