

**MAY**

**2016**

# THE CHRONICLE

**CENTER FOR ALCOHOL & DRUG SERVICES, INC.**

## **THANK YOU** by Joseph P. Cowley, Ph.D., President/CEO

**Administrative Professionals Day** is a day to acknowledge and give thanks for the efforts of our administrative assistant, receptionist office manager or other valuable admin person. The unofficial holiday, which falls on April 27 this year, is the time to show how much we appreciate everything they do.

The day was established in 1952. At the time, it was called "National Week" and organized by the National Secretaries Association, which is now known as the International Association of Administrative Professionals.

The idea came from Mary Barrett, then president of the National Secretaries Association, and C. King Woodbridge, then president of Dictaphone Corp. The day was meant to recognize secretaries' contributions to the workplace and attract new skilled office workers.

**National Nurses Week** begins each year on May 6 and ends on May 12, Florence Nightingale's birthday. These permanent dates enhance planning and position National Nurses Week as an established recognition event. As of 1998, May 8 was designated as National Student Nurses Day, to be celebrated annually. And as of 2003, National School Nurse Day is celebrated on the Wednesday within National Nurses Week each year.

The nursing profession has been supported and promoted by the American Nurses Association (ANA) since 1896. Each of ANA's state and territorial nurses associations promotes the nursing profession at the state and regional levels. Each conducts celebrations on these dates to recognize the contributions that nurses and nursing make to the community.

As you at the CENTER all know this past year has been very difficult with the privatization of the Medicaid system and the implementation of the Electronic Health record. We all have had to work differently in order to protect our resources and provide the valuable services to the Client's in our care. As you all have heard from your Directors and Program Managers, money is tight and so I wish we could do the meal that we have done for our administrative staff and office assistants and our nursing staff in the past.

Here are some quotes to share on with those who keep our organization running efficiently.

***"No one is more cherished in this world than someone who lightens the burden of another. Thank you." —Joseph Addison***

***"As we express our gratitude, we must never forget that the highest appreciation is not to utter words, but to live by them." —John F. Kennedy***

***"Appreciation is a wonderful thing: It makes what is excellent in others belong to us as well." -- Voltaire***

***"No duty is more urgent than that of returning thanks." —James Allen***

***"Time is an illusion, lunchtime doubly so." -- Douglas Adams***

***"The brain is a wonderful organ. It starts working the moment you get up in the morning and does not stop until you get into the office." —Robert Frost***

***"If you take a bunch of superstars and put them in a room where they don't have their assistants and entourage, it's funny to see what happens." —Daryl Hall***

### **BIRTHDAYS**

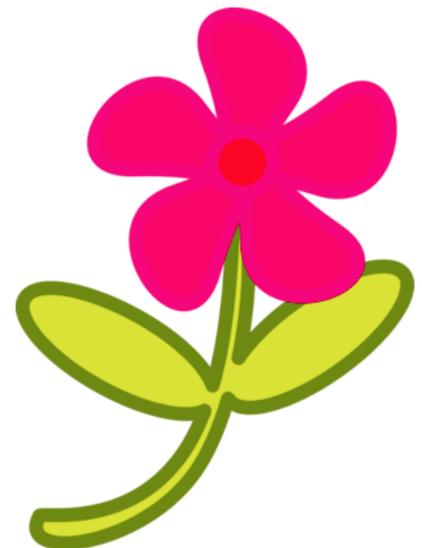
- **Triston Harry 5/5**
- **Angel Brunett 5/11**
- **Kimberly Ruyle 5/15**
- **Karen Mohr 5/18**
- **Heather Olson 5/19**
- **Rachel Burmeister 5/26**

### **ANNIVERSARIES**

- **Pharris Jones 1yr**
- **Anitra Murry 1yr**

### **NEW HIRES**

- **Annalyse Gratzek  
Counselor TBD**





## Country Oaks Community Garden

The Country Oaks team and residents would like to plant our yearly Country Oaks Community Garden, however we are short several items. We are asking for any donations, so that we may get our garden planted by Mother's Day, Sunday May 8th. We are excited to plant our garden again this year, as it helps to provide the residents with healthy, home-grown food, and also helps to promote physical activity and is a project in which the residents work as a community with the same goal-having a prosperous garden for the Community.

If you are able to donate any of the items below, please contact Angie Ramirez or Blake Buck and we would be happy to arrange for staff to pick up your items or feel free to drop any items off at Country Oaks at any time. Thanks for your support!!!!

- Tomato Plants**                      **Carrot Plants/Seeds**                      **Broccoli Plants/ Seeds**
- Cucumber Plants/ Seeds**                      **Onion or Chive Plants/ Seeds**
- Melon Plants/Seeds -Watermelon or Cantaloupe**

Regards,  
Country Oaks

## Misc. Items

- Happy Mother's day to all the Mom's at the CENTER!
- Please congratulate Lindsay Chick, Nurse Supervisor on her BSN!
- TIC TIP: Assist the client in treatment success through simple choices, reducing excess stimulations, breaking down plans into steps, and providing recognition to accomplishments.
- As a reminder, effective Monday, September 1, 2014, the CENTER no longer provided meals to staff for \$2.00. Please ensure you are bringing your meals to work or making other arrangements for your break or lunch period. CENTER provided food through the cafeteria at the Country Oaks location will be for clients only.

**Administrative  
Directive of  
the Month**

**6130**

**Contagious  
Disease  
Control  
Precautions**

**Please review  
with staff.**

## May Trainings

5/6/2016	Blood Borne Pathogens (FRMT staff or others as approved)	James McCabe	9am or 930am	FRMT
5/6/2016	File review & fine tuning part 1 (Generic)	Nicole McCabe & Daniella Harris	12pm-1pm	FRMT
5/13/2016	Documentation & Treatment Planning Training (Counseling Theories & Techniques)	Nicole McCabe & Krystle Krauss	815am-1115am	FRMT
5/13/2016	Documentation & Treatment Planning Training (Counseling Theories & Techniques)	Nicole McCabe & Krystle Krauss	145pm-445pm	FRMT
5/20/2016	File review & fine tuning part 2 (Generic)	Nicole McCabe & Daniella Harris	12pm-1pm	FRMT
5/27/2016	Talking to Teens (Special Populations)	Genesis EAP	12pm-1pm	FRMT

## A Night to Remember

Prom is typically regarded as a “Night to Remember,” but because of underage alcohol consumption, prom tends to be a night that many forget. Whether you attended or not, you can remember the excitement and buzz that filled the hallways at school: “Who are you going to prom with?” “What does your dress or tux look like?” “Where are we going for dinner?” While these questions were at the forefront, there were still some students that would ask, “Who is bringing the booze?”

It is easy to forget about the dangers of underage drinking at prom because of the outside distractions, but underage drinking continues to be an issue in many schools. Prom is a unique gateway for experimentation with drug and alcohol use and can be a very dangerous time for youth. Teens drink substantially more than one or two drinks, which is bad enough, on prom night. According to Liberty Mutual, 54 percent of teens who admitted to drinking during or after the prom said they consumed four or more alcoholic beverages. Teens are also making the risky decision to drive after they have been drinking at prom, or get in the car with someone else who is under the influence. The Insurance Institute for Highway Safety estimates roughly one third of alcohol-related teen traffic fatalities occur between April and June, which is considered the peak of prom season.

The Center for Alcohol & Drug Services, Inc. wanted to give Scott County high school students a final reminder to be aware of the dangers of alcohol and to make smart, healthy lifestyle choices. We went out to local tuxedo rental shops and florists in Scott County, such as Hy-Vee Floral Shop and Skeffington’s, to provide prom-themed “Celebrate with Care” cards. These cards contain a positive message that reads, “Drive smart and sober”. These cards will be readily available at the counter for students and customers to take, and they will be handed out with corsages and boutonnières as well. We hope that these cards will encourage Scott County teens to avoid drugs and alcohol, make smart choices, and make sure that prom is a night that they will not soon forget.

**By: Alexandra Rodriguez, Prevention Specialist**



### Personnel Policy (s) of the Month

3415

### Bloodborne Pathogens

3425

### Occupational Exposure to Bloodborne Pathogens Training

3430

### Universal Precautions

Please review with staff.

## Health Recipe *from Sherry McGhee, O/A*

Infused water

Ingredients: Half of lemon, a few sprigs of cilantro and a cucumber

This water is very refreshing and has a clean, light taste that reminds me of spring. After exercising, the water is especially hydrating when consumed cold.

Recipe for a 3-quart Fruit Infusion Flavor Pitcher:

- half an organic lemon
- 6 or more sprigs of cilantro with stems
- 2" of cucumber

Infuse for 4-8 hours and serve cold. If you are going to be infusing for longer, remove the lemon rind to prevent bitterness.



## Employee Appreciation Day



When: Friday, June 10, 2016

Where: Fairmount

Time: 11:00 A.M. -1:30 P.M.

Golicks will be catering again this year  
so please come hungry!

Please come and enjoy!

