

# COMMUNITY LIVING OPTIONS



July 29 2020  
Employee Newsletter

## IT'S UP TO YOU, CLO EMPLOYEES!

### Our Mission

We assist individuals in achieving their life goals by building relationships through quality services in supportive environments.

### Board of Directors

Ed Wilson  
Suzanne McPeck  
Dawn Pantaleo  
Casey Blair  
Louise Kenny  
Melissa Gilbert  
Joe Walls  
Debbie Dawson

Next Board Meeting  
August 26, 2020

### Contact Info

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Kalamazoo MI 49001  
269.343.6355 Phone  
269.343.0054 Fax



Wear a mask or cloth face covering every time you leave home, stay 6 feet away from others and continue to stay home as much as possible. Keep yourself and others safe.

### Community Integration Grant

CLO is excited to be the recipient of a \$5,000 grant awarded from the Kalamazoo Community Foundation and the Fetzer Fund. During a typical year, we have used this and other donations to help fund our beloved baseball game and Camp Amigo trips. This year we will be doing home/site specific day outings or COVID conscious overnight trips. If you have an idea for an outing with your home, please let your supervisor know! We will have a trip request form to use for approval.

### Training Reminder

It's time to get back on track with trainings! Due to Covid-19 we now have to do more trainings online. Please contact Celeah at the CLO main office (269) 343-6355 to get set up for all of your online trainings. Remember, trainings must be up to date to receive your annual pay increase!

### Summer Fun



Alcott reopened with a modified schedule and reduced participation on Monday, June 22. We are currently open Monday, Tuesday and Thursday and have resumed some of our volunteer activities. Everyone seems very happy to see their friends again and we have been doing some fun activities outside as the weather permits.

Jimmy and Erica from Transitions went on a boat ride for Jimmy's birthday last month.



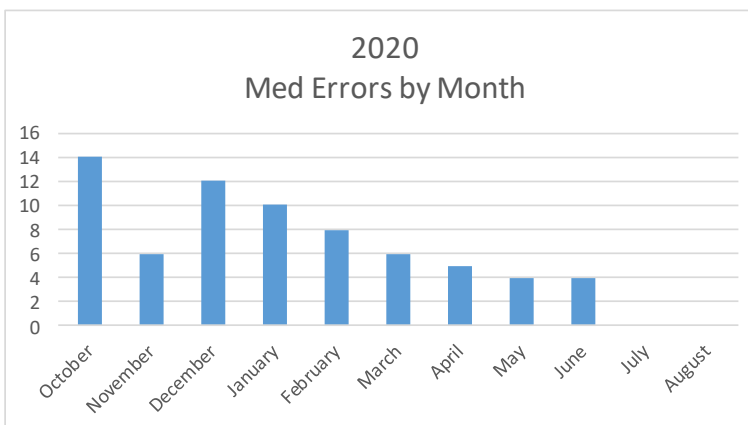
Zero Recommendations

## Medication Administration

CLO takes medication administration very seriously and strives not to make any errors when passing medications. All staff must take Health and Medications training at Integrated Services of Kalamazoo and be trained by CLO staff prior to passing any medications. Training is focused on the 5 "R's":

- Right Person – all of the medications for each person are kept in a separate bin, labeled with the person's name and a photo. Each person has an individual medication administration record. Staff should compare the person's name on the medication bin and bubble packs to the name on the medication administration record prior to passing medications.
- Right Drug – each medication has a current prescription and this information, along with the prescribing doctor is written on the bubble pack and on the medication administration record.
- Right Route – how is the medication to be passed? An individual's oral medications are stored separately from their topical medications. The prescription itself will tell you how this medication should be passed.
- Right Time – the time that the medication is to be passed is indicated on the medication administration record, the prescription and the bubble-pack.
- Right Dose – how much of the medication is a person to receive? Staff should carefully read the prescription and compare it to the administration record and the bubble-pack. Don't just assume because a medication is "packed that way" that it is correct.

Your confirmation that you have the right person, drug, route, time and dose are critical to safe and accurate medication passing! ECP is set up to be another check of the 5 R's not to replace the steps you should take each time you are passing a medication. Thank you for all that you do and for taking the time to follow each step each time you pass a medication!!! Hoping for zero medication errors in August. ☺



## Hazard Pay

As previously announced, the State of Michigan is providing funding for Direct Care Worker **COVID-19 Premium Pay of \$2/hour**. This adjustment will continue through **September 30, 2020**. This \$2 per hour is reflected on your pay stub separately from your regular compensation and is a separate deposit into your checking account.

Thank you for your continued dedication and support during these challenging times.

Contact Karen at (269) 343-6355 or [kburpee@communitylivingoptions.org](mailto:kburpee@communitylivingoptions.org) with any questions.

## Welcome New Staff

Welcome Elisabeth Bock! Our Transitions program is excited to announce it's new Clinical Director. As many of you know, Diane Borneman retired this spring. Elisabeth was a Program Supervisor with us a number of years ago. She has been a social worker at Kalamazoo Psychiatric Hospital since then and we are excited to bring her great personality and most recent experience back to CLO!

Welcome Cameron Dawson! Cam has been at Transitions since February, and brings a wealth of experience including Paraprofessional for Special Education, Retail Management, and Team Leader at KPS Distribution. During his spare time he enjoys video games, one kid/adult college student, his marriage of 10 years, sports, comics and movies.

## Self-Care Tips

Fragrance can help you unwind, feel invigorated, get happier, sleep better, and even sharpen your brain. Try these scents to create calm:

~Lavender    ~Sage    ~Vanilla    ~Ylang-ylang    ~Sandalwood



### Staff Birthdays

Marty Anderson  
July 3

Esther Kariuki  
July 4

Jo Ann Christian  
July 5

Fiorella Spalvieri  
July 5

Hannah Tompkins  
July 8

Sulayman Aninure  
July 11

Paige Miller  
July 13

Scott Bessey  
July 14

Nikaterri Smith  
July 18

Max Smith  
July 20

Jeremy Shoemaker  
July 22

Carolyn Wilson  
July 23

Molli Kornak  
July 25

Souleymane Illa  
July 29

Lori Anderson  
July 30

Christine Blood  
July 31

Moukaila  
Bouraima  
August 2

Patricia Hanna  
August 9

Ifeoma Iwuagwu  
August 17

Talia Williams  
August 19

Cameron  
Dawson  
August 23

Tim VanDyk  
August 25

Tyler Deau  
August 27

Kaylee Lethcoe  
August 31