



## Superintendent's Message

The end of another calendar year will be here before we know it. Thanksgiving was late this year and now it's like we have all the holiday events boom, boom, boom. With that said, every year I look forward to the unit parties, the decorations on the grounds and the buildings and units. It is also amazing the overwhelming generosity of so many of you who adopt patients, for the members of the community who do the same, and of course for those that come out and gives up a part of their Sunday to enrich the lives of the patients. It is one of the true joys of this position. It is also a wonderful time for me to thank and recognize employees for their years of service. Over the course of the last 13+ years that I have been in this position, I wish I could count the countless years of dedication and commitment to patient care that I have been able to witness and to recognize. I wish you and your loved ones a wonderful holiday season.

Again, thanks for your continued dedication and hard work!

*Jeff*

### Congratulations to Jesse McCleese — November Employee of the Month



Jesse reports that he has worked with the State of Indiana for 34 1/2 years, but has only been with Richmond State Hospital a little over 4 years. Jesse works within ATS as an RT4 on 421B. He says there are so many things he likes about RSH. He has fantastic co-workers like Jan Miller (he knows he tries her last nerve) and Kim Moore who taught him the ins and outs of the ATS Department and many more. He has great bosses, Don Wright & Tara Jamison. Those two put up with a lot from him, and he thanks them for doing so. The challenge of being able to help people and balance my methods on how to help the patients and not upset my bosses is a fine line at times. RSH has been a blessing to me, and I thank God every day for the opportunity and privilege to work here.

Jesse has been married to his wife Sandy for 34 1/2 years, they have 3 children - Jason, Lara, and Jacob. They have 9 grandchildren ages 18 months to 12 years old, 5 boys and 4 girls. They boys are jocks and play many different sports and want to play the guitar. The 4 girls all want to rodeo. I like working with dogs and horses, camping, fishing, bow hunting, and helping people when I can. They are members of the Raleigh Church.

When he retires he says he would like to get a therapy horse and dog program started to help mentally and physically challenged individuals. He would also like to help whichever of the grandkids become good equestrians and maybe rodeo a little.

Jesse says he just wants his co-workers to wonder why he is always smiling while here at work. He said they can come ask him and he'll tell them why.

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## Phillips Heartstart FRx Defibrillator



Another new year is right around the corner and with that comes new changes in the world. In our little world here at Richmond State Hospital, we are changing by replacing the old Medtronic Lifepak 500 AEDs with the new Phillips Heartstart FRx Defibrillator.

This new AED is compact, weighing less than two pounds and has less steps for the user to take before it delivers shocks. It gives clear and understandable voice commands through every step of the way in an emergency. No longer does the user have to plug pads into the AED or push the analyze button. Once the pads are on the victim, it does this automatically. It also can be used on children and/or infants with the use of the Child/Infant key that comes included with the AED.

Another notable difference between the new AED and the old one is the blue information button located on the front face of the machine. With this button, the machine will talk a user through all necessary steps needed to perform CPR. In panic situations this can be very helpful. It also knows when the Child/Infant key is in use and adjust CPR instructions accordingly.

Hopefully no one will need to use the AED in an emergency situation, but if the need does arise at least it will be less complicated and easier to use than previous AEDs which helps save lives.

Jesse L. Hodges  
Staff Development

### Grassroots Christmas Raffle

Drawing will be at the  
Employee Christmas  
Dinner December 19th

Tickets are \$1.00 each  
or Six for \$5.00



**Contact any Grassroots Member for Tickets:** Beth Thompson, Rick Searcy, Mike Lowden, Teresa Bradburn, Kathy Tuggle, Carmie Kitchen, Janice Doty, Luanne Handysaylor, Trisha Turman-Smith, Joanna Smith, Terri Ogle, Kristi Johnson, and Penny Sams

Colored Pencils	Table Santa
Large Pencil	Christmas Throw
Extra Large USA Shirt	Warm Glow Candle and Gift Card
Girls Thermal Gloves	Girls Nail Polish Set
Man's Hat	3 Piece Candle Set
Men's Body Wash	Batman activity
Measuring Cups	Christmas Cards
Necklace and Earring Set	Ladies Robe
Plush Stockings	Scentos (Scented Markers)
Santa Hat	2014 Calendar
Crayons	Coloring Book
Christmas Socks	2 Tickets To Civic Hall & Assoc. Performance
Hand Lotion	Large Paper Christmas Plates
Cough Drops	Small Paper Christmas Plates
One Size Christmas Gloves	Christmas Napkins
Large Candy Cane	Mug with Nestle Hot Chocolate
Two - \$10 McDonald's	Christmas Containers
Coupons	3 Piece Snowman Pot Holders
Two - \$10 I-Tune Gift	
Cards	

## Training Schedule

### Recertification in Bridge Building

Dates: Dec. 12 & 27  
Time: 7:30 a.m. to 11:30 a.m.  
Location: Staff Development

### Recertification in Professional CPR

Dates: Dec. 12 & 27  
Time: 12:15 to 3:45 p.m.  
Location: Staff Development

### Evening shift recert in Bridge Bldg.

Date: Dec. 26  
Time: 3:30 to 7:00 p.m.  
Location: Staff Development

### Evening shift recert in Professional CPR

Date: December 13  
Time: 3:30 to 7:00 p.m.  
Location: Staff Development

\*Annual recerts are scheduled during your birth month.

\*\*\*\*\*

There are two in-services recently posted on the Intranet that are mandatory for all nursing staff.

They are:

- \*Patient Checks
- \*Special Precautions Process

You will find them under Staff Development/Current Offerings. Please complete these in-services as soon as you can and send the signature sheets to Staff Development for credit.

Staff Development will be closed to observe the following holidays:

Dec. 24 –  
Washington’s Birthday

Dec. 25 –  
Christmas Day

Jan. 1<sup>st</sup> –  
New Year’s Day

These new employees have completed their orientation in Staff Development and are assigned to evening shift:

- Brent Dane – BHRA 422B**
- Stephanie Dowell – BHRA 420B**
- Danielle Hampton – 420B**
- Sarah Martin – BHRA 417C**

## New Faces at RSH

Please welcome our new employees at RSH when you see them on grounds.

## Welcome to RSH!



Kathy Millares, RN



Patricia Adams, RN



Steve Homer, BHRA

## Years of Service Recoginees

Below are the names of those that are to be recognized for their years of service at our Christmas dinner. If you feel your name should be on this list or you are on here by mistake, please give me a call at 9201 or send me an email at [donna.crist@fssa.in.gov](mailto:donna.crist@fssa.in.gov).

### Five Years of Service

Gary Ash  
Alfred Bowen III  
Donna Brown  
Jessica Dalbey  
Toni Gesler  
Gretchen Gibbs  
James Gordon  
Pamela Johnson  
Karie Miller  
Kathy Oler  
Martha Pollitt  
Ashley Stevens  
Sherry Taylor

### 10 Years of Service

Ron Bailey, Jr.  
Thomas Beam  
Jean Begley  
Sharon Boggs  
Sharon Bragg  
Lenora Brockman

Damita Burden  
Wanda Butts  
Mary Clark  
Rebecca Conley  
Jacqueline Cox  
Shannon Day  
Lynnette Deloney  
Lisa Gentile  
Jesse Hodges  
Timothy Holt  
Lori Krick  
Robert Lainhart  
Joanna Lance  
Angelina Mays  
Cheryl Moore  
Janet Moore  
Michael Morrow  
D'Aune Murray  
Diane Mustard  
Michelle Poe  
Carolyn Rayburn  
Michael Stevens

Heidi Stolle  
Jay Wenning  
Brian Wilks

### 15 Years of Service

Sandra Smith  
James Webb Jr.

### 20 Years of Service

Dawn Coates  
Verna Depoy  
Mark Deregnacourt  
Ruth Edwards  
Melissa Ervin  
Corey Laughlin  
Jana Laymon  
Roberta Walter  
Cynthia Wasson

### 25 Years of Service

Kimberley Byers  
Dixie Gabbard

Tina Holmes  
Wilma Paul  
Larry Reed  
Steven Sacre

### 30 Years of Service

Keith Burkman  
Ellen Clark  
Alan Horseman  
Vanda Nunley  
David Shelford

### 35 Years of Service

Lynda Dean  
Kenneth Girten  
John Jantz  
Dana Smith  
Earl Throop.

### 40 Years of Service

Patricia Blankenship

## Christmas & Employee Recognition Dinner

Don't forget the Christmas and Employee Recognition dinner on December 19th, CTC Gym, 11:00 a.m. and 9 p.m.

**Employee recognition begins at noon.** For those being recognized, you may invite family members to come if you'd like, and all retirees are always welcome to attend as well.

Be sure to bring your canned goods for the food pantry!

Also, if anyone would like to donate deserts, they would be greatly appreciated.

## Christmas Announcements

**Hit the Can** – Please hit the can with any monetary donations i.e. spare change, you might have in your pocket or purse. Christmas Cans are placed at the Credit Union, AIT lobby, Administration Lobby and the CTC timekeepers office. Every little bit helps with making Christmas for our patients a special one.

**Monetary Donations for our Patient’s Gifts** – Don’t have time to shop and/or shopping is not your thing? The RSH Christmas Elves will take care of it. Please contact us at Community Relations, Connie Taylor, Kathy Tuggle, Denise Townsend and Tara Jamison and we will be happy to shop for you for our patients. (Extensions 9350, 9394, 9352 and 9217.)

**Christmas Gift Wrap** – At Christmas time we have volunteers who help us wrap all of the patients Christmas gifts. All patients get three gifts in boxes so with 200 patients we have 600 gifts to wrap. We are in need of rolls of Christmas wrapping paper and tissue paper. We do not need any Christmas bags. Please look in your supplies at home and you can bring them into us at Community Relations Office or drop them off at the Switchboard.



**Do you know this building and its location?**

**It’s the Security Building 202 located at the south end of 4th Street.**



## Soon It Will Be 2013 Tax Time!

**Does your personal information in PeopleSoft have your correct address? Does your check stub have the correct address?**

Changing your address in PeopleSoft personal information **does not** correct the address on your payroll records (check stub) or the W-2. PeopleSoft personal information is used to update your address for your benefits. You must update address changes with the Payroll Department so we can change the address on your pay check and the W-2.

Please make sure you review your current address so there will not be a delay in your W-2. You may email Shannon Newman with any address changes.

Shannon Newman  
Payroll

## Pie in the Face

Units 422B/420B had a pie sale in November. Patients and staff voted on a staff member to have “a pie in the face”. Rodney Harris, Security, was chosen for this honor!





Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 <u>NAMI Christmas Party</u> 6:00pm CTC Building	4	5	6 <u>Gifts For Adopt A Patient Are Due</u>	7
8 <u>Unit Christmas Parties 2 p.m.</u> Brunch at noon	9	10	11	12 <u>Christmas Bazaar</u> 6:00am to 6:00pm CTC Living Skills	13 <u>Christmas Bazaar</u> 7:30am to 11:00am CTC Living Skills	14 <u>Luncheon for Veteran Patients</u> CTC Training Center 1:00pm
15	16 <u>Christmas Music Concert &amp; Sing along</u> 1p.m. CTC Training Center	17 <u>Christmas Movie</u> 6 p.m. CTC Training Center	18 <u>Cookie Decorating &amp; Storytelling</u> 6 p.m. CTC Living Skills	19 <u>RSH Employee Dinner</u> Starts 11 a.m. Noon - Awards 9 p.m. Evening/Nights <u>Christmas Karaoke</u> 6 p.m. CTC Training Center	20	21
22	23 <u>Patients gifts Delivery Day in the Morning</u>	24 <u>Day off Christmas Eve</u>	25 <b>MERRY CHRISTMAS</b>	26	27	28
29	30	31	<b>HAPPY NEW YEAR</b>			