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#### INSIDE THIS ISSUE

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# **Notes from the Director's Desk**

Memorial Day weekend is in the rearview mirror. Now, we head into summer. Remember to pay attention to road construction as we head into that time of year. We will forward what information MoDot sends us. We also have a section in the newsletter with information. Be aware: Hwy 65 will be worked on through Hickory, Benton, and Dallas counties.

You never know what summer activities can hold. People get a little crazy and we are called pick up the pieces. Water, gasoline, water craft, race cars, wake boards, camp fires, and adult beverages all equals job security for us. I hope everyone does take a little time to enjoy the summer. Get out with family and friends and enjoy the outdoors. This part of the world is a very pretty place to live and there is a lot to do.

The EMS leaders have been meeting with Jeff over the last 3 months and working on a Strategic plan for CMH EMS. We have just about completed the plan and are beginning to work on a few objectives. I will share the plan at staff meeting in the next few months. If you want to take a look at it, you can find it in the PHS folder under EMS Strategic Plan on F: drive.

Beginning 5/29/16, EMS will no longer have lunches auto deducted from your shift. This has been a staff concern for several years and I about wore out a box of pens recording it on my rounding logs. Persistence paid off.

Also, we are making preparation for a BLS truck that will be on duty four 10-hour days. We have seen the need, heard your voice in rounding, and your perseverance paid off with CMH EMS getting it approved for the FY 17 budget. This truck will take the load of BLS transfers off the ALS trucks.

**Employee Satisfaction Survey:** Links have been sent to all employees. Please let us know what you think. We try to be responsive to staff ideas and needs. We have accomplished a lot this year. We have replaced 2 ambulances, purchased GETAC computers, added 2 new power cots, and put 2 LP 15's in service. We continue to move forward. As managers, we have a lot to do as our department moves forward. Please keep brainstorming and bringing us your ideas. It keeps us on our toes. I like the different perspectives. It gives me something to consider.

Also, with the help of Human Resources, we are now getting several Paramedic applicants and will be doing interviews. We have 3 Paramedic interviews scheduled for the next couple weeks.

**Gossip** is idle talk or rumor. The term is sometimes used to specifically refer to the spreading of dirt and misinformation. Gossip has always driven me crazy (I know it is a short road.) Gossip is worthless and there is a bunch of it out there in the EMS world. If you think about gossip, it is usually never built around much truthful context, and it is based on perception and rumor. Gossip is malicious and can hurt people. I challenge **every one of us** to not gossip.

Be Safe and enjoy the warm weather.

Neal

Amateurs train until they get it right. Professionals train until they can't get it wrong

# \*

#### **Upcoming Events for June**

June 1st 830am St. Clair Staff Meeting June 1st 830am-1230p ECG & Pharmacology June 2nd 830a-5p **PALS** Renewal June 4th 10am June 6th 9am June 9th 9am June 11th 8a-Noon June 11th 1p-5p June 13th 7am-Noon CMH HIRING FAIR June 14th 630pm June 16th 830am

June 16th 830a-5p

June 17th 830a-5p

June 19th

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Cruisin' for Cribs Poker Ride CMH EMS Competency (RSI) CMH EMS Competency (RSI) \*TIM Responder Training \*\*TIM Responder Training CMH EMS Competency (RSI) **Cedar County Staff Meeting ACLS Initial ACLS Initial** 

**FATHER'S DAY** 

CMH EMS Ambulance Base St. Clair Co. - Osceola, MO \*CMH Education (417) 328-6769 for registration \*CMH Education (417) 328-6769 for registration

Benefit Motorcycle Ride for Safe Kids Springfield @ Mercy CMH EMS HQ Classroom A, Bolivar, MO

Ellet Memorial Hospital, Appleton City, MO Bolivar Technical College Conference Room 103 Bolivar Technical College Conference Room 103 CMH EMS HQ, 1551 S Oakland, Bolivar, MO

CMH EMS Ambulance Base Cedar Co. - El Dorado Springs, MO

CMH EMS Ambulance Base - Stockton, MO

\*\*\*CMH Education (417) 328-6769 for registration \*\*\*CMH Education (417) 328-6769 for registration

- \* Morning Session Registration: http://timtraining-bolivar-jun11-8am.eventbrite.com
- \*\* Afternoon Session Registration: <a href="http://timtraining-bolivar-jun11-1pm.eventbrite.com">http://timtraining-bolivar-jun11-1pm.eventbrite.com</a>

\*\*\*CMH Education Services email: education.services@citizensmemorial.com

Find additional training info at: http://www.citizensmemorial.com/1calendar/index.html

Next Competencies: July 12<sup>th</sup>, 18<sup>th</sup>, 21<sup>st</sup> Sports Medicine



## Happy Birthday!

Bill Walker June 20th **Amber Gust** 



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#### Special Operations: Morgan Young

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Once again, we have come upon the Spring and Summer seasons in the Ozarks. This is also known as road construction season. As I write this, I have finished my classes this semester. I have been pretty scarce around work due to my course load this semester. I hope to start diving at least weekly this summer.

Along with our full-time ambulance jobs, we have special events to cover. Everything from county fairs to Lucas Oil boat races. I know everyone appreciates it when off duty people come to cover these things and more.

Instead of hanging out by the truck at these events, I encourage each of you to look around and plan out what you would do at these events if something bad happened. Imagine if 10% - 50% of the attendees suddenly became patients.

- \* Where would your casualty collection points be?
- \* Where would your triage area be?

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- What about your treatment area?
- Would one area be all three of those things?
- How about your staging area?
- How could you get ambulances into and out of the event quickly?
- Will the ambulances have to back into and then out of the area one at a time?
- \* Should you start relaying patients outside the event to a better place to give them to waiting ambulances?

Other things to consider at these events,

- Is there an incident command center already established at your event?
- Did you check in with them?
- Several of our events already have incident action plans made.

There are many things to consider at these events. This is some of them. It isn't exactly easy money. Be prepared and stay safe.

Morgan

### St. Clair County/Osceola: Don Stockton

Memorial Day and the "official" start to summer is here and with it comes the increased volume in responses in the Northern territory. With the increase in visitors to the area for vacations and weekends at the lake, we have the added potential for business from the Boy Scout camp as well. In Cedar, Hickory, and St. Clair counties, we see and feel this increase in population at work and at home as the majority of the vacationers and weekenders are headed for our area lakes and camping. At the same time, the motorcycle traffic is already in full swing, as if the crowded roads weren't bad enough. Driving your office around in this increased traffic makes the basic stuff even more important; drive smart, drive safe, and everyone goes home at the end of the day.

In other news, I would like to send a big shout out to Amanda for providing the impetus needed to speed up the garage door program! As a result, we have one new door and two new openers that work! It sounds like a pretty minor thing but the old openers were not only lacking in modern safety features but they were very stubborn about opening and closing the doors. Not only was it very frustrating, but it was also hurting our response times. Plus, I can scratch one thing off of the list of projects that need to be done around the

station! Next, I am going to interest her in a leaky roof.



Short and sweet this month, be safe out there! Don

#### Cedar County News: Tom Ryan

#### **Cedar County Board**

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The Board voted and approved the purchase of two Lucas II Auto Pulse units. They have been ordered and delivered. There is a Healthstream being built for them as we speak. Once we have the Healthstream completed, they will be put into service and on the trucks quickly. It's a good idea for one and all learn these. You never know when you might come in contact \*\* with one of these and need to know how to operate them.

We have also placed in-service the new Auto-inflatable Life Vest. You should look these up online and become familiar \* with these also. They can be manually inflated, if needed, or they auto inflate if you fall in the water and can't pull the manual inflate cord.

We also placed (on all 4 ambulances) new binoculars. These can be found under the passenger seat. And, we have 36" heavy duty bolt cutters which are in the spare tire compartment. You never know when you have to go down the driveway to get to a patient and the gate is LOCKED. It's "better to be prepared and not need it, then to need it and not have it."

The board also voted to start upgrading all the suction units to get away from the ones that take the LP Batteries.

P.S. NO, NONE OF THESE ITEMS HAVE "GOLD" ON THEM! LOL. If you would like to see some of these items in your station, \* then bring it up in rounding. If you don't ask, you might not ever get it.

#### **Cedar County Standbys:**

Cedar County is looking at the following standbys coming up in the next few months.

#### Eldorado Springs Picnic; Black Walnut Festival Stockton; Stockton Lake Triathlon

If you are interested in helping out with any and/or all, watch for additional information on Google Calendar. Your help would be greatly appreciated.

Big Thanks: Thanks to Missi P and John S for coming over on a beautiful Sunday (their day off) and helping with the Teen Angler Youth Fishing Tournament at Stockton Lake. We had almost 200 high school age kids here and everyone had a great  $\frac{\pi}{2}$ time.

Personnel: Cedar County wants to say a heartfelt goodbye to Sheila Day. As of the end of May, she is going to step down from full time and go PRN. We wish her the best of luck and a thank you for all she did with the Map Books. Cassandra P will \* be taking her position in Stockton starting in June. We want to give her a big CMH – Cedar County welcome to our little part \* \*\*\*\*\*\*\*\*\*\*\*\*\* of the world.

#### The Power of Positivity

#### Top 10 Things To Let Go of To Be Happy: 10 Ways To Be More Positive Everyday: 10 Things That Require 0 Talent

- 1. Let go of toxic people in your life.
- 2. Let go of regretting past mistakes.
- 3. Let go of the need to be right.
- 4. Let go of feeling sorry for yourself.
- 5. Let go of negative self-talk.
- 6. Let go of the need to impress others.
- 7. Let go of limiting beliefs.
- 8. Let go of the need to please everyone.
- 9. Let go of GOSSIP and Complaining.
- 10. Let go of worrying about the future.

- 1. Don't waste time on Gossip
- 2. Be Yourself
- 3. Hug At Least 3 people (Not your Boss) 3. Effort
- 4. Do a Random Act of Kindness
- 5. Don't Argue
- 6. Laugh
- 7. Play like a Child
- 8. Stay Active
- 9. Relax
- 10. Sleep Well

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- 1. Being on Time
- 2. Work Ethic
- 4. Body Language
- 5. Energy
- 6. Attitude
- 7. Passion
- 8. Being Coachable
- 9. Doing Extra
- 10. Being Prepared

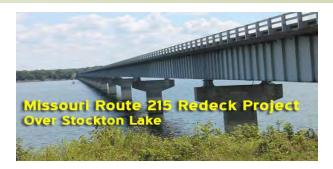
#### 10 Things you know but others don't know about EMS Personnel

- 1. Medic's always notice how IV-Friendly your veins are.
- 2. Rarely do EMS have the pleasure of finishing a meal.
- 3. EMS personnel have a warped sense of humor.
- 4. EMS workers bring their work home with them.
- 5. Most EMS personnel have a second or third job.
- 6. EMS personnel are among the most ingenious and resourceful medical professionals.
- 7. EMS shifts are long, >24 hrs without sleep is a necessity.
- 8. EMS personnel are extremely autonomous.
- 9. The quickest way to make a EMS person mad is to call them a "ambulance driver"

10. No topics or discussion is off limits at the dinner table.

## 

# **Road Construction Updates**



#### Route 215 Bridge Over Stockton Lake OPEN to Traffic

Where: Missouri Route 215 bridge (One Mile Bridge) over Stockton Lake

When: 10:30 a.m., Tuesday, May 24, 2016

What: Missouri Route 215 bridge is OPEN to traffic following replacement of the bridge

deck.

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Contractor crews will continue to work on painting and other activities beneath the bridge, but that should not impact traffic over the bridge.

Buoys will still be located in the water to protect contractor crews and boaters from ongoing activities until all work is completed.

The bridge, also known as One Mile Bridge, was closed to traffic in early September 2015. Work on the project was done over the winter months at the request of the community to avoid the busy summer tourism season at Stockton Lake.

## Route 65 Resurfacing Work Planned For Benton, Hickory and Dallas Counties

Drivers can expect one-lane traffic on Route 65 between Fristoe in Benton County and Buffalo in Dallas County when a resurfacing project begins the week of May 23, the Missouri Department of Transportation said.

Contractor crews will grind off the top layer of asphalt and replace it with new asphalt on a 34-mile section of Route 65. Crews also will seal the shoulders along Route 65.

During the work, drivers can expect short-term delays and traffic stops on Route 65 where crews are working. There will be one-lane traffic where crews are working with flaggers directing drivers through the work zone.

Currently, crews are scheduled to begin the project <u>at Route 54 in Preston and proceed south toward Buffalo</u>. Once that section is completed, they will resurface the north end of Route 65 between Fristoe and Preston.

Much of the work will take place during daytime hours. However, the resurfacing work in the city limits of Buffalo will be done at night. Crews will be on the road between 7 p.m. and 6 a.m. for one or two nights.

APAC-Central of Springfield will do the work which is scheduled to be completed by November 1, 2016.

However, contractor crews expect to be completed by mid-July2016. Weather and/or construction delays could alter the work schedule.

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#### Hickory County Chatter: Alice Roberts

What a glorious spring we have had! Cooler than normal temps and rain to boot. It's that time of year that we enjoy getting out and fishing, trail riding, and time with our families.

I missed EMS week at CMH this year, while on a trip to Tennessee. Needless to say, it does not mean that I do not appreciate the time and dedication that you give each other, and also to our patients that we care for in the county. I know that I do not say it enough, but *Thank You* for everything that you do.

As you can see, the clinic is expanding the parking lot. Please park where you will not be in the way of the construction. In the end, this will be nice as it will allow more parking room for all of us.

Thank you for getting in and getting your one standby for Lucas Oil done for the year. I believe that I am the last one, and by the end of June, our station will have 100% completion by our medics. Again, a big thank you for jumping in and getting this done and out of the way.

Keep an eye on your emails as it is the best form of communication that our department has for new updates and changes throughout the month. Read the CMH EMS Newsletter every month to see these updates as well as additional information we need to share.

Again, thank you each for all that you do and how you support each other. Let the rays of summer begin!!!

Alice

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#### **Schedule Information!**

Next Schedule will be from July 3rd through August 13<sup>th</sup>
Request Off Due: June 3<sup>rd</sup>
Availability request emailed to staff: June 4<sup>th</sup>
Last Day to submit availability: June 17<sup>th</sup>
New Schedule Published: June 24<sup>th</sup>
PTO Requests July 3<sup>rd</sup> to December 31<sup>st</sup>:

Please review the Google vacation schedule prior to submitting your request off!!

CMH HealthEMS: Tom Liberty

I just have a few things this month. Remember, when in Mobile, if you put something in the comments, it will help you know what trip ticket you are opening. It is saved with the ticket, however, I have not seen them in the Pre Hospital Care Report that is sent to insurance. It can be seen when we look up tickets on HealthEMS website. If you are having trouble getting your information on the patient or have a HealthEMS issue which causes you to not be able to export your ticket in 24 hours, then put that in the comments section when you save it. That note will help the managers out a lot!

If you do not have your messages from HealthEMS coming to your CMH email, you need to do so. This will help you know that you have a ticket that was sent back to Mobile. Also, when you log into the laptop in the beginning of your shift, you need to click the world icon so you can see the tickets you have in mobile somewhere. If you have problems with anything related to HealthEMS, let me know.

Everyone be safe and enjoy your days off this month! Tom Liberty

## **Tips and Tricks**

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\* \* \*\* \*\* 米 米 PAID TIME OFF: Policy HR08-15

Since we get so many questions, Alice has highlighted some things for PTO usage from the policy. To read the policy in whole, you may go to Policy Stat on CMH's employee home page and search for "PTO usage."

- A. Employees will accumulate PTO for up to 80 hours paid per pay period (exclusive of call and call back hours).
- B. PTO hours for vacation purposes will need to be requested and approved by the employee's supervisor prior to the time off. (Please submit though KRONOS.)
- C. Employees may request additional PTO hours to be added to their paid time in excess of 80 hours in a pay period as long as the "cash in" portion does not take the employee's PTO accrual balance below 120 hours effective June 1, 2005.
  - a. Effective January 1, 2006, employees may not "cash" PTO in excess of ½ of PTO time to be earned in that year.
- D. Employees who are involuntarily terminated due to misconduct are not eligible for accumulated paid time off benefits.
- E. For non-exempt employees, the supervisor will be required to put the appropriate number of hours into the KRONOS workforce central schedule for payment.
- F. The standard exempt personnel will be scheduled to work ten (10) days per pay period. If an exempt employee works less than the number of days or 80 hours for which he or she is scheduled in a pay period. the employee may use PTO to avoid his or her salary being reduced.
- G. In an effort to encourage employees to take a portion of their earned PTO each year, the Boards of Directors have established the following minimum requirement for full-time (including exempt) employees. Effective with calendar year 2010, full-time employees will be required to take no less than 80 hours of PTO each calendar year following three years of employment. The difference between the total PTO hours taken and 80 hours will be removed from the employees PTO balance at the end of the calendar year.
  - a. Employees hired during the calendar year will not be subject to this requirement until the following calendar year. Employees will be held to a 40 hour requirement during the first full and second calendar year of employment. If less than this is taken, the difference between the total PTO hours taken and 40 hours will be removed from the employees PTO balance at the end of the calendar
- H. PTO will be paid at the employee's base non-exempt rate; not including shift differential, overtime, or other premiums.
- Employees will continue to follow the standard policy of providing sufficient notice of their intent to take PTO. Abuses of the PTO policy will be subject to disciplinary action and to the absenteeism policy.
- J. Employees may choose to request time off from work without using accrued PTO. This elective time off without pay will be limited to a total of 40 hours per 12-month period. Requests for time off without pay in excess of this amount would require approval of Chief Operating Officer or Chief Executive Officer.



#### Health & Fitness: Brice Flynn

School is out for summer, and we are in session as usual.

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Forward motion in regards to health and fitness is happening, even if you don't see it. Bob from the PT department has had an increased workload due to short staffing in his department. Bob is still working on the technical education piece of the fitness and equipment rollout. As soon as he has that completed, we will begin filming instructional videos and creating a workout poster. It is likely that this education and information will come to you through Healthstreams. We will make the videos available on YouTube as well. Each station will then have a workout poster for quick reference.

In regards to safety, there are two (2) Traffic Incident Management classes scheduled for June 11th at the new Bolivar Technical College building. These are available as make up competencies if you missed the TIMS classes offered earlier in the year. I encourage each of you to attend one of the four hour classes. For most, it will be review, but there is a "table top" exercise at the end that will bring all aspects of the class together. I encourage anyone who works on a roadway, or works with roadway incidents (i.e. dispatchers) to join in. Everyone can learn something.

I am also working on an emergency driver refresher class that will be coming out through Healthstreams. (Don't get so excited about another Healthstream assignment. Calm down!) However, you should look forward to a full emergency driver course next year.

Thank you for your time. Make the best of your day, Brice

#### Polk County News: Aaron Weaver

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I would like to thank everyone for the extra shifts they are working and how much everyone has helped out. Even though everyone is picking up all the extra hours, we still had to shut a truck down on Monday the 23rd, but it was only for about half a shift. That is outstanding! Other services have to shut trucks down on a consistent basis. So, thank you for keeping CMH EMS up and running.

I would also like to thank every who participated in the peer interviews recently. Peer interview panels really help us and we like the input of everyone of you.

Healthstreams: Our department is way behind in keeping up with our Healthsteams. It is part of our job requirements and it is hospital education that is department

Just a little bit about Healthstreams: In the past, every

year, everyone in the hospital had to participate in hospital Education day that was an all-day event. Healthstreams has taken the place of hospital Education Day, Healthstreams also helps us with job specific education. It is part of your score for CMH P.R.I.D.E. on the performance center evaluations. I had some questions from staff that some of the Healthstream learning did not pertain to them. Let me say, if it is assigned in your Healthstreams, you

must complete the assignment.

Our 12 lead scores have increased! GOOD JOB! Let's not get complacent with our scores. We need to continue completing 12 leads within 10 minutes of patient contact. We will continue to measure 12 leads until our culture is changed and all the team member are getting good scores. Thank you for getting our scores up from where they were. We will continue to post those scores on our new cork

New bags: We have received most of our new bags. We will have all the same bags in Polk County as soon as our back ordered interior bags show up. We will be standardized with the rest of the service once the bags are stocked. We are still working on policy and a new beginning of the shift check list. A tag system is still going to be used when this will take effect.

We have been approved for a BLS car 4 days a week. I am the flagpole champion on getting the BLS car in place and in service. We will have a committee for this endeavor. I look forward to working with the committee and getting this in place. Right now, we do not have a date for the BLS car going into service.

June 13, we are having a hiring fair and hoping to find EMT-B's that we can hire for the BLS car. If there is anyone of you that is interested in working full time on the BLS car, contact me and I will get you signed up for the new position.

Aaron Weaver, Paramedic Operations Manager - Polk County

#### Education/Clinical: Theron Becker

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The hospital board of directors sets goals for scorecard measures. Some of those goals have financial incentives to employees if we meet them. Meeting a **6.0** organization-wide on the Balanced Score Card (BSC) is one of the goals. Healthstream completion on time rate is one of the measures of the BSC. If the entire hospital meets the goal of completing 94.4% of our Healthstreams on time, this could very well help push us over to a 6.0. Third quarter, we were at 93.8%. There are 70 departments in the hospital and below is where our four departments are ranked:

- Cedar County (6244) has completed 92.13% of Healthstreams. Ranked 59 out of 70 departments.
- Hickory County (6242) has completed 89.70% of Healthstreams. Ranked 63 out of 70 departments.
- St Clair County (6246) has completed 86.43% of Healthstreams. Ranked 65 out of 70 departments.
- Polk County (6240) has completed 80.56% of Healthstreams. Ranked 67 out of 70 departments.

We've re-keyed the classrooms at EMS HQ. Field Training Officers now have access to those spaces. Additionally, the training library, equipment, and training ambulance can be accessed by FTOs. Classrooms and the training ambulance still need to be reserved to make sure you have the space when you need it for something, but feel free to use these resources as much as you want.

With the most recent schedule export to Google Calendar, we are trying something new with the supervisor on call. In an attempt to use supervisors that are already awake and on-duty with better situational awareness than someone that may be sleeping or with family at home. Instead of a supervisor on call for the entire week, the schedule has an hour-byhour indication of which supervisor is on call. Please refer to this calendar when needing to immediately contact a supervisor. If you are wanting approval for a shift trade or request off that is greater than 24 hours away, contact the county supervisor for the affected county.

Notes from monthly medical director meeting:

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- Protocols will be updated to better reflect BLS ambulance duties
  - o (i.e. moving 12-lead acquisition and transmission to the EMT section).
- Protocols will be updated with better directions to deviate from stroke centers for certain patients.
- Protocols will be updated to reflect possible future utilization of Advanced EMTs.
- ER physicians request complete history and assessment prior to Ketamine administration and smaller doses of Ketamine in conjunction with narcotics instead of larger doses of Ketamine by itself.
- ER physicians want to stress the importance of an 18qa IV access in the left AC for all chest pain patients.
  - o Please attempt 18ga in both AC spaces before using a smaller gauge needle.

Registrations for the EMS Instructor class are coming in at a much greater volume than I expected. The textbooks for sale from us are already all gone. The class will be full soon. If you are interested in attending, please complete the registration as soon as possible (https://goo.gl/6a8dlz). We will be teaching an EMT class before the end of the year and starting a paramedic class at the beginning of next year. Guest instructors will be needed and this class will go a long way toward improving your instructor skills. Having this class is not a requirement to be a guest instructor but it is recommended. Guest instructors for EMT class will be paid at your regular CMH hourly rate (with overtime, if applicable). Guest instructors for the paramedic class, however, will be paid based on the Bolivar Technical College stipend which is currently \$30/hr.

Theron Becker **EMS Clinical Officer** 

