Running toward a brand-new future at Skiff Medical Center

Dear Skiff colleagues,

Jan. 1 is the beginning of a New Year! For many it represents a new start, a new future. I plan on running a “marathon into the future” with all of you! A marathon typically is just over 26 miles. So, starting Dec. 3, for 26 days, I will be running this marathon. The theme for this marathon is simple: 26 days, 429 employees, one bright future!

During December, I am pledging to personally meet with each and everyone of you, either in very small groups or individually. I will be in my running shoes, jeans and a marathon T-shirt until the marathon is completed. Everyone whom I get to sit and visit with will get a marathon T-shirt also. Then, once the marathon is over, we will have a marathon T-shirt day. And night and evening crew, I will be looking for you! Yes, I will bring food if I have to.

Why am I doing this? The answer is simple. I want to speak with everyone personally, to find out what is on your mind, things that are important to you, things that are going well and things that may not go so well.

Then we need to move forward. Come Jan. 1, the past is done. We will not dwell on it or let it muddy the waters. We will move forward into one new bright future, together!

Sincerely,
Kris Baumgart
President/CEO

26 DAYS 429 EMPLOYEES

Presidential hopeful Romney visits Skiff

Members of the national, state and local news media photographed presidential hopeful Gov. Mitt Romney as he toured Skiff Medical Center Tuesday. Romney spent several minutes with Laboratory Manager Debbie Corlew, MT(ASCP), along with Lab staff members Amber Houseman, MLT(ASCP) and Mike Olesen, MT(ASCP). For more photos from Romney’s visit, see page 2.
Skiff Notes

80 years young!

Barb Ellis will be celebrating her 80th birthday on Nov. 27, so be sure to offer her your best wishes!

Kimbell accepted to grad school

J.T. Kimbell, son of Susanne Landgrebe, ARNP, FNP-C, recently completed a Bachelor of Science in Computer Science at the University of Iowa. J.T. completed this degree in just three years, and has been accepted as a graduate student at the University of Iowa in Computer Science.

Skiff birthdays

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<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Sharon Neef</td>
<td>Nov. 22</td>
<td>Caylen Cable</td>
<td>Nov. 30</td>
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<tr>
<td>Eileen Maple</td>
<td>Nov. 23</td>
<td>Sandi Dean</td>
<td>Dec.  2</td>
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<td>Susan Becker</td>
<td>Nov. 24</td>
<td>Deb Swihart</td>
<td>Dec.  3</td>
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<td>Gena Garber</td>
<td>Nov. 25</td>
<td>Nicole Graber</td>
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<td>Janice Balmer</td>
<td>Nov. 26</td>
<td>Lisa Dobbie</td>
<td>Dec.  3</td>
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<td>Barb Ellis</td>
<td>Nov. 27</td>
<td>Dianne Breckenridge</td>
<td>Dec.  5</td>
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<td>Amy Hansen</td>
<td>Nov. 27</td>
<td>Judy Orr</td>
<td>Dec.  5</td>
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<tr>
<td>Kari Alberts</td>
<td>Nov. 27</td>
<td>Joan Munoz</td>
<td>Dec.  6</td>
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<tr>
<td>Tammy Ward</td>
<td>Nov. 28</td>
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<tr>
<td>Ann Hansen</td>
<td>Nov. 29</td>
<td>Suzanne VonSeggern</td>
<td>Dec.  7</td>
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A healthy interest

Above: Presidential hopeful Mitt Romney (center) spent 25 minutes discussing healthcare issues with leaders of Skiff Medical Center on Tuesday. Skiff’s contingent included (from left) Trustee Gary Kahn, Chief Financial Officer Cheryl Ritter, Quality/Risk Management Director Bob Campbell, Human Resources Director Gena Garber, Chief Medical Officer Tammy Chance, D.O., President/CEO Kris Baumgart, Vice President of Patient Care Services Steve Wilbur, and Trustee John Lee.

At right: Gov. Romney learned about the Skiff Emergency Department’s new electronic “Tracker Board” that keeps track of patients, their triage levels, diagnoses and nurses. Dr. Gaylene Lynch (left) and Dr. Tammy Chance explained how the board works as other staff looked on.
Share your stories and help us recognize ‘Hospital Heroes’

“Did you hear what happened last night? There was an accident on 80 and we had a whole family here from Texas. They weren’t hurt too bad, but we had to admit them overnight for observation, just to make sure. The thing was, they had their dog with them, and they were worried that nobody would take care of him. So Merle took the dog to a vet to get it checked out. The dog was fine, and Merle kept it at his house overnight until the family was able to pick it up. It was no big deal for Merle, but the family sure appreciated what he did.”

To patients who depend on us in times of personal crisis, we are often heroes. And the stories of what we do – the kindness we show, the little “extras” we provide – are the legends that make us proud we work at Skiff Medical Center.

Do you have a coworker who has made a difference in a patient's life? If you do, please write down their story and nominate them to be a “Hospital Hero.” We’ll share these stories at the Dec. 14 Christmas Party and Recognition Banquet.

“Ever since I started at Skiff in September, I’ve been hearing stories about things our employees do that go above and beyond the call of duty,” said President Kris Baumgart. “Hospital Heroes is just a way to share those stories with everyone and recognize the good things that are happening here every day.”

Hospital Heroes isn’t just for patient care stories; if a coworker has shared selflessly in a way that helped or inspired you, feel free to nominate them.

There are several ways to nominate a Hospital Hero:
1] Go to “Hospital Heroes” on the Skiff Intranet and submit a nomination,
2] Write down your nomination and mail or hand-deliver it to Kris Baumgart’s office, or place it in his mailbox,
3] E-mail it [from work or home] to Kris Baumgart at kbaumgart@skiffmed.com

In your nomination, tell the story like you would tell it to a friend. Share as many details as you can so that the story comes alive to others.

Questions about Hospital Heroes? Call Kris Baumgart at Ext. 4333 or John Easley at Ext. 4339.

Announcing Online Incident Reporting in Meditech

By Kari Hemann,
Risk Management/Patient Safety

WHO: ALL hospital and medical staff
WHAT: Incident Reporting Using the New RM Module. Training sessions will be informal. I’ll walk you through an example incident and you will be able to enter one by yourself, also. It should take about 30 minutes.
WHEN: Every half hour during the following dates and times:
- Monday, Dec. 3, 2-4 p.m.
- Tuesday, Dec. 4, 6:30-9 a.m.
- Thursday, Dec. 6, 6:30-8 a.m.
- Monday, Dec. 10, 6:30-8:30 a.m.
- Monday, Dec. 10, 2-4 p.m.
- Tuesday, Dec. 11, 10-11 p.m.
- Wednesday, Dec. 12, 2-4 p.m.

Please sign up on the schedule posted on my door or call me at Ext. 3141. My office is number 250 in the west hall on the second floor. I understand everyone’s schedule is variable. If you are unable to attend the session you signed up for, please drop in on another session.
WHERE: IT Training Room
WHY: It is everyone’s right and responsibility to report any event not consistent with the desired operation of Skiff Medical Center or the care of our patients.
Thanks for coming together to help women in need

We want to send out a very special thank you to Genevieve Langmaid, Susan Winecoff and Sara Wilmesmeier and the rest of the OR staff for the fun candy jar contest that raised more than $150 for the breast cancer support group.

The money will be used to give support to newly diagnosed women (staff and patients) here at Skiff and in the Jasper County area.

Your generosity is truly appreciated!

– The Pink Ribbon Support Group and Carol Hopkey, Coordinator

Rock out at the Skiff Christmas Party and Recognition Banquet on Dec. 14

The popular 8 Track Band will perform at the Skiff Medical Center Christmas Party and Recognition Banquet on Friday, Dec. 14. All Skiff employees, physicians and board members (along with a spouse or guest) are invited to attend!

The party begins at 6 p.m. with hors d’oeuvres and social hour at the DMACC-Sodexho Conference Center. A delicious dinner will follow at 7 p.m., with the presentation of Service Awards and Hospital Heroes at 8 p.m. [see story on page 3].

In addition to the Skiff Service Awards for long-time employees, all first-year employees will be recognized at the banquet, and will receive a gift of appreciation from Skiff!

About the 8 Track Band:
The 8 Track Band is one of the largest rock and roll bands in the Midwest. The band was formed in 1991 after a successful run in the Newton Community Theater, where many of the original members first started to sing rock and roll classics.

Through the years the band has added to its repertoire and moved forward in time to meet the needs of its audiences.

Today the 8 Track Band specializes in providing a total entertainment experience, including the music of a typical band and the costuming and crowd interaction of a sit-down show. They cover music from the 50s all the way to the 80s. These include songs by the artists like Dion, Buddy Holly, The Beatles, The Supremes, Elvis Presley, The Temptations, The Beach Boys, The Diamonds, The Coasters, The Shirelles, Head East, Bob Seger, The B 52s, REO Speedwagon and The Blues Brothers.

Please complete this form and drop it in the box at the Business Office.
Questions? Call John Easley at Ext. 4339 or Pam Beitel-Van Houten at Ext. 4332.

___ Yes, I will attend the Skiff Christmas Party and Recognition Banquet on Friday, Dec. 14.

Name: __________________________________________

Department: ______________________________________

Guest (if any): ___________________________________
It’s not too late to join the Holiday Fitness Frenzy!

Don’t let your hectic holiday schedule get in the way of good health. With endless festivities focused on food, it’s easy to gain weight this time of year. Focusing on healthful exercise and eating habits will get you through the holidays feeling good about yourself.

You won’t have to weigh in for this challenge but you will earn points for exercise, eating five servings of fruits and vegetables a day, and drinking six (8 oz.) glasses of water daily. Focusing on these positive behaviors will help you be sensible with all those holiday goodies! At the end of the challenge, you will receive a coupon book that can be used in the cafeteria including employee catering and quick cuisine entrees.

Register by e-mailing or calling Deb Nilles at Ext. 4341. Point logs will be available in the Wellness Department and on the bulletin board outside the cafeteria. The best gift you can give yourself and your family this holiday season is the gift of health!

Points:
Earn one point for every day you eat a combination of five servings of fruits and vegetables.
Earn one point for every day you drink at least six (8 oz.) glasses of water.
Use your activity guide to log points for exercise. Aim for at least three sessions of exercise a week.
75 points = $5 coupons
100 points = $10 coupons
125 points = $15 coupons

SANE training coming to Skiff on Dec. 5

Two Skiff nurses – Sandy Beals, RN, and Jodi Holloway, RN – will be offering an informational presentation on the SANE [Sexual Assault Nurse Examiners] program from 9-10:30 a.m. on Wednesday, Dec. 5, in the Skiff Inservice Room.

Refreshments will be served and 1.5 nursing CEUs will be offered.

Sexual Assault Nurse Examiners are registered nurses who have received advanced education and training to provide comprehensive care to sexually assaulted patients. Once they are certified, they will be available 24 hours a day to provide this service, which ensures that sexually assaulted patients receive prompt, sensitive and medically appropriate care. Both Beals and Holloway recently have been trained as Sexual Assault Nurse Examiners.

A reminder ...

The cafeteria will be closed all day on Thursday, Nov. 22, for Thanksgiving. In addition, the coffee shop will be closed all day Thursday and Friday.

Sorry, we’re closed

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Patient belongings box to go through trial run

By Kari Hemann,
Risk Management/Patient Safety

We are going to be trialing a new Patient Belongings Box on Med/Surg and in Outpatient Surgery. It is a clear, hard plastic box with a handle. It will have the Skiff logo and the words “Patient Belongings” on the front. This will be a great place to store glasses, hearing aids, and other small belongings.

Please, continue to strongly encourage families to leave valuables such as purses, billfolds, watches and other jewelry at home. And don’t forget to communicate all of this on the valuables form. The patients may take the boxes home with them.

Since this is a trial, I need your feedback. Send me an e-mail by clicking on “Patient Safety” at the bottom of the Intranet or call me at Ext. 3141 to let me know your thoughts. Thank you for all you do to keep our patients and their belongings safe!

Visit the new Lactation Suite

Comfortable, relaxing and private. These are just a few of the ways we’ve heard people describe the new Lactation Suite in room 271 at Skiff. If you haven’t had a chance to take a peek at our new location, please join us for an open house from 2-3 p.m. on Monday, Dec. 3.

Refreshments of cookies and milk will be served, complements of Skiff Obstetrics, Lactation Support Services, and the Skiff Breastfeeding Advisory Committee.

Words of appreciation

We would like to thank the OB and surgery departments for their outstanding care and professionalism. Also we would like to thank our extended Skiff family for all the gifts and coming by to visit.

– Dwight, Krista and Maddie Diltz

Be sweet to yourself.
Know your blood sugar.

Nearly 21 million Americans are living with diabetes.

Another 54 million people are at risk of developing the disease.

November is American Diabetes Month.

For more information, or to learn how Women’s Health Services at Skiff Medical Center can help you, contact coordinator Christie Milligan, R.N., B.S.N., at (641) 781-4980 or cmilligan@skiffmed.com.

Women’s Health Services
**Warm clothing on a cold day**

Now that cold weather has arrived, you may want to pick up some warm Skiff clothing.

We have received a shipment of two new clothing items that may be purchased for $20 each:

1. A gray, fleece-lined sweatshirt with the Skiff logo embroidered in navy. Very warm!
2. A navy blue nylon windbreaker trimmed in silver, with the Skiff logo embroidered in silver.

Both items may be purchased in the Public Relations office. Stop by and get yours when you’re ready!

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**Documenting with abbreviations**

The Standards and Quality Management (QM) Committees will soon be reviewing the hospital’s Abbreviation List (located in the Administrative Manual). All medical and hospital staff who document on the records of patients at Skiff are to use only those abbreviations that are found on the list, in Webster’s Dictionary, or identified on the charting form being used. Each abbreviation is to have only one meaning. There is also a list of abbreviations NOT to use when writing orders in the medical record. Hospital clinical staff will verify any order that may have one of these “not-to-be-used” abbreviations.

This is a good time for staff to review the listings. Any suggestions for additions are welcome and will be evaluated for appropriateness.

Contact Carol Hopkey at Ext. 4307 with suggestions or any questions you may have by Dec. 21. The revisions to the list will be presented for approval at the February QM Committee meeting.

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**Help available for ergonomic safety at Skiff**

After years of treating work injuries in manufacturing and clinical settings, Skiff’s Bill Martin, PA-C, understands the importance of proper ergonomics on the job.

Martin, who treats patients in Skiff’s Occupational Health clinic, says that staying healthy in the workplace requires continual attention to ergonomic factors. “You have to be thinking about it every day,” said Martin. “It’s not just a matter of remembering to lift the right way. It’s making sure you’re doing your job the way it’s designed, it’s using the right tools at the right time, it’s getting your work station set up in a way that’s safe for you.”

If you have questions or concerns about ergonomic issues in the workplace, feel free to contact Martin [Ext. 4804] or any other member of the Skiff Ergonomics Committee. The group includes Matt Scotton, PT [Ext. 3079], Dianna Machin [Ext. 4818], Bob Peters [Ext. 4832], Stephanie Machin, RN [Ext. 3120], and Christie Milligan, RN [Ext. 4880].

Here are some of the typical causes of ergonomic problems:
- Repetitive motions
- Excessive force
- Awkward positions
- Prolonged contact with sharp or cold surfaces

Preventing ergonomic problems may include any of these techniques:
- Redesign of work methods and tools, such as raising chairs or lowering counters
- Rearrangement of work space and supplies
- Use of good body mechanics and good posture
- Ergonomic exercises
- Personal protective equipment
- Specific training, including proper use of tools and protective devices.