SJMH Receives Bronze Award from CORE

SJMH was recently honored at a luncheon for CORE – Center for Organ Recovery and Education - on the Hospital’s efforts to educate employees and residents about the need for signing up for organ donation. Pictured above left to right are Kayla Gray, SJMH CEO Avah Stalnaker, and CORE representative Christy Conley.

Influenza Vaccination
All employees and individuals with medical staff privileges must receive the “flu shot” as a condition of employment/affiliation. The only time a mask may be worn is if the individual receives a medical or religious exemption from receiving the “flu shot”. If an exemption is warranted, the mask must be worn at all times.

PENSION/INVESTMENT MEETINGS
Lee Edmondson from Morgan Stanley will be on site, Tuesday October 24 to assist you with your Investment questions/concerns. If you are a new participant in 2017, you may wish to attend one of the three (3) formal meetings in the BCR.
7:15 am, 11 am and 3:30 pm
Ninety-two golfers took to the links on Thursday, October 19 for the 15th annual Stonewall Jackson Memorial Hospital’s (SJMH) Charity Golf Tournament. Proceeds from the event are used to fund the M. William Adler Healthcare scholarship program for students pursuing degrees in healthcare. The tournament was held at Stonewall Resort, a partner in the annual event.

The scholarship program was named after the late William Adler, who was a long-time SJMH board member and great believer in the importance of education. Since its inception, the program has provided approximately $200,000 to ninety students from the area.

“We are very proud of this program here at SJMH,” said golf tournament co-chair Julia Spelsberg. “After expenses, all of the proceeds go directly to students continuing their studies in healthcare at a West Virginia school. We have been able to help so many students in so many health fields that it is very satisfying for all of us.”

The first place team was K&R Medical with members Rick Thomason, Russ Wilka, Michael Nesbitt, and Kevin Nesbitt and a score of 51. Second place team was Radon Medical Imaging and its members Tyler Hartzell, Bailey Mohr, Chad Wilcox, and Steve Mohr who had a score of 52. Third place team was Mike Squire’s J and M Graphix team, with a score of 55. Other team members were Tim Hitt, Matt Gissy, and Adam Gissy.

Other winners included Kevin Stalnaker, Joe Nichols, Dan McHugh, and John France.

This year the Hospital invited the Lewis County High School Golf Teams coached by Mark Workman and Kenny James to participate in the tournament. The students were delighted to play in the tournament.

Coach James noted, “We are very pleased that Stonewall Jackson Hospital invited us to play in the annual tournament. The kids had a blast in supporting the Bill Adler scholarship. We know that all of the proceeds help high school students just like them.”

Huntington Bank provided boxed lunches for the players. The Theresa Snaith Hospital Auxiliary provided the hole-in-one contest with a prize of $10,000.
Stonewall Jackson Memorial Hospital invited the Lewis County High School Golf Tournament as their guests at the annual SJMH Golf Tournament on October 19. Pictured, left to right, are: Coach Kenny James, SJMH employee Julia Spelsberg, Aiden Wykoff, Hunter Skinner, Cole Bozic, Haley Skinner, Ryan Bennett, Mark Workman, and Michael James.


The Eagle and Birdie Sponsors were: Theresa Snaith Hospital Auxiliary, Foundation Radiology, ISS, Progressive Medical, Healthnet and Valley Security.

Coffee was provided by Robin Poling and Huntington Bank provided the boxes lunches.

Students from Lewis and Gilmer County are eligible for the scholarship. The children and grandchildren of SJMH employees are also eligible for the awards. For more information about the scholarship please call Spelsberg at 304-269-8167.

Second place winners of the annual Adler Healthcare Scholarship, sponsored by Stonewall Jackson Memorial Hospital on October 19 at Stonewall Resort was Radon Medical Imaging company with the team of (pictured above, left to right): Tyler Hartzell, Bailey Mohr, SJMH CEO Avah Stalnaker, Chad Wilcox, and Steve Mohr.
All RN Licenses expire October 31st of each year.

Registered Nurse License Renewal Continuing Education Requirements Annually:
Required to complete 12 hours of continuing education during each renewal period and MUST include:

- 2hrs of CE for mental health conditions common to veterans and their families.
- 3hrs initially and then 1 hour thereafter annually of CE for best prescribing and drug diversion training, if you prescribe, administer or dispense controlled substances.

Exception: If you were initially licensed on or after November 1 of the licensing year you only need to complete the CE activities regarding Mental Health Issues Common to Veterans and their Families and Best Prescribing and Drug Diversion Training.

CE Resources for Best Prescribing Practice and Drug Diversion Training:
- www.rn.org
- https://www.atrainceu.com/course/west-virginia-prescribing-controlled-substances-139
- https://nursing.ceconnection.com/
- http://ce.nurse.com
- http://www.wildirismedicaleducation.com/

CE Resources on Mental Health Conditions Common to Veterans & Family Members of Veterans:
- http://ce.nurse.com/Veteran’s_Healthcare
- www.rn.org
Due: October 31st

Username and Password Format

Username: first four letters of last name, first letter of first name and last four numbers in employee number.

Password: first name – all in lower case.

Example: John Smith, Employee Number 02422
Username: smitj2422 Password: john

*Note: For those with employee numbers that have leading zero, do not include the zero.

Tip: Remember to check periodically throughout the year to see if additional courses have been added to your list.

Questions/Concerns?
Contact Staff Education: 304-517-1488
Theresa Snaith Auxiliary and Caplan’s Jewelry

Gold Sale
7 a.m. to 6 p.m.
Boardroom

Fall Cookout

Hot Dogs - Hamburgers - and the Fixins’
11 a.m. to 1 p.m.;
4:30 to 5:30 p.m.,
and Midnight that night
Ground Floor

Dr. Snead (pictured at left) took a few minutes to contemplate how he was going to play the course during the 15th Annual SJMH Golf Tournament on Thursday, October 19 at Stonewall Resort. Anthony Rome played in the tournament and gave a hug to his mom Brenda Tonkin.
ROTARY

Blood Screening

All participants should fast for 12 hours. There will be 51 different tests performed in the health fair panel.

Other tests available are: PSA that aids the physician in the detection of prostate cancer; TSH and T4 for thyroid screening; and HEMOGLOBIN A,C, which measures cumulative glucose values. Vitamin D is a good screening tool for osteoporosis and will aid in determining whether vitamin D supplements may be necessary. Rheumatoid arthritis can help aid in the diagnosis of rheumatoid arthritis and other autoimmune disorders. The Urine Test can help determine infection, metabolic disorders, and other disorders such as liver disease. All test results will be mailed to the participant.

<table>
<thead>
<tr>
<th>Test</th>
<th>Price</th>
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<tbody>
<tr>
<td>HEALTH FAIR PANEL</td>
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<tr>
<td>THYROID PANEL</td>
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<td>BLOOD TYPING</td>
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<td>HEMOGLOBIN A,C</td>
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<tr>
<td>ANEMIA PANEL</td>
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<tr>
<td>PSA</td>
<td>$20</td>
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<tr>
<td>VITAMIN D</td>
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<tr>
<td>URINE TEST</td>
<td>$10</td>
</tr>
<tr>
<td>RHEUMATOID</td>
<td></td>
</tr>
<tr>
<td>ARTHRITIS TEST</td>
<td>$10</td>
</tr>
</tbody>
</table>

Saturday, November 4, 2017
7 a.m. to 10 a.m.
Ground floor of SJMH

This service is provided by the Weston Rotary in association with Stonewall Jackson Memorial Hospital. Flu Shots will also be available.

As part of the American Cancer Society’s 80% by 2018, a project to encourage early screening for good colon health, SJMH will provide free fecal occult blood tests for interested parties.
Halloween Costume Contest
For Your Pets!
Sat., Oct. 28 @ 4 p.m.
at
RLBMS Parking Lot, next to H&M Motors, in Weston
during the Monster Mash Bash
Bring goodies for the animals at the
shelter as your entry fee
Call SJMH Marketing for more info
304-269-8167
Caplan’s Jewelry Store and Theresa Snaith Hospital Auxiliary’s
Gold Sale
Thurs., Oct. 26 7 a.m. to 6 p.m.
Stonewall Jackson Memorial Hospital Boardroom, Rt. 33 West of Weston
Outstanding Values on Diamonds, Gemstones, Black Hills Gold, 14K Gold Chains, Vera Bradley, Watches and More!

Halloween Activities in Lewis County on
Saturday, October 28
4-H 5K Walk Run @ 9:30, WVU Jackson’s Mill
Children’s Halloween and Safety Fair
11:00 a.m. to 1:00 p.m.
Weston Volunteer Fire Department • Center Avenue • Weston
Free refreshments • Free giveaways
Halloween Costume Contest with age brackets of 0-3, 4-7, 8-10, 11-13
Categories will be Most Original, Scariest and Funnest.
Trunk or Treat Halloween Party
@ 4 p.m. H&M Motors, RLBMS Football Track
4 p.m. – Halloween Pet Costume Contest
5 p.m. – Pumpkin Drop
6 to 7:30 p.m. – Trunk or Treat
7:30 p.m. – Magic Show

Brought to you by Stonewall Jackson Memorial Hospital, The City of Weston, Fire and Festival Committee, Weston Rotary Club, and others
ABSENCE and SICK PAY

REGULAR ATTENDANCE AND PUNCTUALITY

One of your greatest responsibilities is to come to work regularly and on time. In order for our team operation to run smoothly and efficiently, and to provide high-quality patient care, we must be present for work as scheduled on a dependable basis. Even the most skilled employees are of little value if they are excessively late or tardy.

Sometimes circumstances arise which make being absent or late for work unavoidable. However, we do not believe that each employee has a “right” to be absent for a certain number of days per year, regardless of the reason. Excessive or repeated absenteeism, particularly when avoidable, is not acceptable, and may subject an employee to disciplinary action. The fact that an employee has sick days available in the sick bank does not automatically excuse an employee’s absence. Regardless of the number of sick days one has accumulated, absences will be evaluated based upon all the circumstances surrounding the absence, including the employee’s overall attendance record and the reason for the absence.

Absenteeism. Absenteeism is defined as not being present at work when scheduled for any reason, except for jury duty, bereavement, holiday, education day, worker’s compensation or Family and Medical Leave. Each instance of absenteeism shall count as an occurrence for purposes of our attendance policy. Due to the nature of our hospital business, some department heads may have more flexibility than others. However, any unscheduled absence, except those covered by the reasons listed above, which requires overtime coverage or places a hardship on the department will be counted as an occurrence.

What Is Considered “Excessive”?  

To be as consistent as possible in applying attendance standards, we will adhere to the following regarding excessive absenteeism.

An employee working Over 30 hours per week:

At Orientation – Informal Counseling
4 occurrences – Verbal Warning
5 occurrences – Written Warning
6 occurrences – Placed on Probation for one (1) year
(While on probation, may have two (2) occurrences. More than 2 may result in discharge.)

An employee working Between 16 - 30 hours per week:

At Orientation – Informal Counseling
3 occurrences – Verbal Warning
4 occurrences – Written Warning
5 occurrences – Placed on Probation for one (1) year
(While on probation, may have one (1) occurrences. More than 1 may result in discharge.)

An employee working 0 - 15 hours per week:

At Orientation – Informal Counseling
1 occurrence – Verbal Warning
2 occurrences – Written Warning
3 occurrences – Placed on Probation for one (1) year
(While on probation, may have zero (0) occurrences. More than 0 may result in discharge.)

Incidents (Occurrences) are counted on a rolling 12-month period. Employees having a balance of 4.5 incidents or more will not receive any paid leave time for that shift. Any further absences charged to the initial occurrence can be paid from the appropriate paid leave time (Sick, Vacation, Holiday) banks.

Tardiness means arriving at your work station any time after your scheduled starting time. Excessive tardiness includes:

- Four (4) incidents of tardiness in any one (1) month period. If an employee has 4 incidents of tardiness in one month they will receive one (1) Occurrence as counted for absences. HR should be notified immediately. Appropriate discipline would apply.

- Reporting Absence or Tardiness

If you can’t come to work, it is important that you notify your immediate supervisor or the appropriate person within your department according to department policy by telephone. So that your work assignment can be adequately covered, you are expected to call in your absence each day that you must be off and at least one hour before your shift starts. Some departments may require earlier notice according to specific department policy. Failure to call in will result in your not being paid for the time off. Absence for two (2) consecutive days without calling in will be considered your resignation.

You should also notify us when you expect to return to work. If you are off work for a number of days or if the work load demands it, a temporary person may be hired to do your job until you are able to return. Thus, if you return to work without advance notice, you may not be allowed to work that day.

If you realize that you will be arriving late, you should also call in so that your work assignment can be covered until you arrive. If you must leave early, please be sure to notify your supervisor before you leave. Leaving early without permission may result in disciplinary action.

In Summary:

1. We need you and count on your being at work.
2. We want to know what’s happening with you -- call us to tell us when you are sick, running late, etc.
3. We want to know when you will return to work-- so we can be sure your work is scheduled for you.
4. Your attendance record is an important consideration in your performance review and in determining your suitability for job transfers or promotions. In addition, in fairness to those who must carry the workload of those who are absent or tardy, excessive absenteeism or tardiness will result in disciplinary action.
5. If you are ill or injured, you will be paid for days off under the Sick Time program (See Sick Leave Section), as long as you comply with our policies and directives.
Benefit for Med/Rec’s Debbie Strope
Friday, November 3
HOT DOG SALE
11 a.m. to 1 p.m. on ground floor
$4
2 Hot Dogs, Drink, Chips
Bake Sale beginning at 7 a.m.

For more information or to contribute call 269-8167 or 269-8139

Stonewall Jackson Memorial Hospital
SJMH Family
Christmas Support
Project
APPLICATION

DEADLINE IS November 3, 2017
Must be parent or guardian

Employee Information: ___________________________________________________________

Name: ________________________________________________________________

Street Address: ____________________________________________________________

City, State, Zip: ____________________________________________________________

Daytime Phone Number: ____________________________________________________

Department: ____________ Position: ____________

Have you requested help from other organizations: Yes or No

Number of dependents/age/gender, for which we are providing: No one over age 15 eligible

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<th>Gender</th>
<th>Age</th>
<th>Pant Size</th>
<th>Shirt Size</th>
<th>Shoe Size</th>
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Who filled out this application? If not the applicant, please make sure the applicant is aware of the application. __________________________________________________________

What is being requested for Christmas, i.e. toys, food, and clothing?
Please provide the name of the toy and specific clothing needs. As part of this service, we will provide the food items for a holiday dinner. If you have other specific foods you would like to request please include here.

___________________________________________________________________________________
___________________________________________________________________________________

Turn application into Nastausha Hefner or Jennifer Barnes in Administration in a sealed envelope.
You may also call them for any other questions.