Dr. Rob Snuffer named Lewis Countian of the Year; Avah Stalnaker Named Businesswoman of the Year

A number of local people were honored at the 81st Annual Lewis County Chamber of Commerce Dinner on Tues., Oct. 11, 2016 at the WVU Jackson Mill Mount Vernon Dining Hall. Dr. Robert Snuffer was honored as the 2016 Lewis Countian of the Year and CEO Avah Stalnaker as the Lewis County Businesswoman of the Year.

Asst. SJMH CEO Kevin Stalnaker was the first speaker in the evening and he had the pleasure of honoring Dr. Snuffer noting, “Our Lewis Countian of the Year has been working with and promoting our youth and businesses for the last twenty years, not counting their day job. Now, before I give away the recipient, I would like you to know this individual has an absolute heart of gold and is one of the most compassionate folks we have in our County. We are incredibly fortunate to have this person in our community as they never stop going above and beyond to raise awareness and to promote harmonious interactions in our region.”

Stalnaker also noted that Dr. Snuffer came to Lewis County in 1993 as director of the SJMH Physical Therapy Department. He worked in that capacity until leaving for medical school at the West Virginia School of Osteopathic Medicine in Lewisburg. He was named Resident of the Year in 2004 by the WVSOM.

He was honored as the Rural Health Provider of the Year in 2015 by the West Virginia Rural Health Association. The Provider of the Year award recognizes a direct service provider who has exhibited selfless leadership in the improvement of healthcare services to the rural areas of West Virginia.

Snuffer has received a variety of accolades and acknowledgements for his excellent care. In May 2014, he received the Outstanding Family Medicine Preceptor Award for the Central Region of the West Virginia School of Osteopathic Medicine.

Continued on Next Page

Condolences

We are so sad to hear of the passing of one of our former employees - Donna McCue Riddle. She is pictured at right receiving the dipstick award in 2008. She left employment here in 2011 but many of us knew her and are saddened by this.
She was born there a few years before that, when she began working part-time as a nurse’s aide. After graduation from WVWC in 1978, she was employed full time at SJMH as a staff nurse. Before her promotion to CEO in 2012, she gained a wealth of experience in many aspects of health care.

Some of her positions included:
- clinical instructor for nursing students at Salem College;
- staff nurse in the SJMH medical, surgical, emergency, and obstetrics units;
- supervisor of medical and intensive care units;
- nursing supervisor and IV therapist supervisor; assistant direct of nursing; and acting director of nursing and SJMH’s Associate Administrator.

She is a member of the WV Hospital Association and Partners In Health organization. She currently serves on the WVHA Board of Directors and serves as the Treasurer of the organization.

An active member of the Lewis County community, she coordinated the annual Weston Rotary Club blood screening for years. She has served as a member and officer of the Lewis County Chamber of Commerce. She was Lewis County United Way board member and has also served as a chainwoman of the campaign. She has also served on the Lewis County Economic Development Authority.

He also noted that Avah Stalnaker, has been CEO of Stonewall Jackson Memorial Hospital (SJMH) since January 1, 2012. She is the daughter of the late Matthew J. and Avah E. Hornbeck Arbogast, the fifth of six children. She attended St. Patrick School, graduating from SPHS in 1971. During her high school years she was an honor student, salutatorian, cheerleader, editor of the yearbook, junior class president, and voted “Best All Around” by her classmates. She earned her Bachelor of Science in Nursing from West Virginia Wesleyan College. During her junior year she was elected WV Student Nurse of the Year for 1976-77.

From 1988 to 1991 Avah recruited 30 new physicians; she managed physician offices, six clinical departments, and five ancillary departments, and she oversaw three hospital renovations and two smaller projects. She served the hospital’s Board of Directors as a member of the marketing, ethics, finance, medical executive, Joint Commission, HIPAA, and corporate compliance committees.

Avah’s husband of over 30 years is Jerry Stalnaker. The couple lives in Weston. They have three children, four grandchildren, and three great grandchildren.

**Angels**

The Salvation Army Angels project will be held again this year coordinated by Our Neighbor, October 24 through 28. Applications will be available from 9 to 4 daily at the DHHR off of Smith Run Road, behind Wendy’s.
NOTICE

The SJMH Soc/Rec Committee will not have the annual craft show here with outside vendors. Rather, we will have our own SJMH employees selling their wares. Please contact the Marketing Department if you are interested in participating on a date sometime in

Four WVU Game Tickets Available

The SJMH Soc/Rec Committee has four tickets to the WVU Football game next Saturday if anyone is interested. The cost is $55 per ticket. See Marketing for more information.

Central Supply Staff Are Honored During Their Special Week

SJMH coordinated the 14th Annual Charity Golf Tournament this past Tues., Oct. 11...another success! We couldn’t do the things we do without the wonderful volunteers who step forward with their help on projects. Pictured above are some of those volunteers, left to right, are Wanda Lewis, Jerry Wood, Kay Butcher, Brenda Weaver, Richard Mon-eypenny and Debbie Strope.

PLEASE!

On Saturday, October 29, 2016 SJMH is sponsoring a safety fair for local children. Your help is needed to staff this event. The event is being held at the Weston Fire Department from 1100 till 1300 so you will be needed from 0930 till 1400 (9:30am till 2:00pm). Please let Julia know if you or any of your staff can volunteer some time for this fun and educational event.
EDIE – Carla Hamner
In the Emergency Department (ED) Cerner is teaming up with EDIE. Not only will the ED be able to communicate with the entire hospital, it will also be able to communicate with all of the EDs in the state. Who or what is EDIE you may ask. EDIE (Emergency Department Information Exchange) is a web-based communication technology that enables intra- and inter-emergency department communication. The technology allows ED clinicians to identify patients who visit the ED more than 5 times in a 12 month period, or patients with complex care needs so these patients can be directed to the right setting of care. EDIE alerts hospitals in real time when a patient is visiting the ED. Consider this: a patient who has never been treated at your Emergency Department registers presenting with back pain. The attending physician runs diagnostic tests, rules out serious issues, then discharges the patient home with a prescription for pain medication. What wasn’t clear when the patient registered was that they had a dozen similar visits to other EDs in the area in the last few months. The data corresponding to these visits existed somewhere, however, it was not available to the ED clinicians when they needed it. ED clinicians encounter many situations like this. Because data is locked away in software silos (within a hospital, and across hospital systems) or buried in a dense, poorly organized electronic health record, clinicians can’t access the information they need to deliver the right care to the patient in the ED. This leads to unnecessary patient work-ups, wasted expense and provider time, and under-informed treatment decisions, ultimately resulting in poor patient outcomes. The benefits of using EDIE include:
1. Reduced duplication of efforts.
2. Better insight into who is involved with the patient.
3. Improved relationships/collaboration between health plan, hospitals, clinics and long-term care.
4. Ability to see the same information, to discuss specific cases, and assist each other.

When Cerner and EDIE work together, the ED clinician will be notified by Cerner with an alert that there is information from another ED within the state. Allowing them to provide excellent care to all we serve.

Support System for Go-Live – Brian Beals
After months of hard work and dedication, we are almost ready to activate the new CareConnect system. November 6th and the two weeks following will be a very exciting and hectic time and it’s very important for everyone to know where to get help when you need it. Rest assured, there will be many levels of support in place to assist users and resolve any issues as quickly as possible.

Level 1: Every department and shift will have a Super User assigned to their area to assist with questions and help troubleshoot issues. Super Users are employees who are more comfortable with the system and have had additional training on how to handle problems and escalate issues. You will be able to tell who a Super User is by the colorful CareConnect lanyard they will be wearing.

Level 2: If a Super User determines that an actual issue exists with the system, or they cannot answer a question, they will be the one to call the Help Desk to report it. During activation support, the Help Desk will be located in the CareConnect Command Center. All calls to the Command Center will be logged into an issue tracking system and assigned a ticket number. There will be SJMH and Cerner project team members in the Command Center 24/7 to triage and resolve tickets as they come in. Once an issue is fixed, the Command Center will contact the Super User to ensure it is communicated and satisfactorily resolved. There will also be an Activation Binder in each area where issues can be tracked and helpful information and hot topics can be kept.

Level 3: In the event that an issue cannot be quickly resolved by the staff in the Command Center, a Service Request will be entered and managed by Cerner’s support team in Kansas City. Once resolved and retested, the communication will come back through the Command Center and out to the Super User in the same manner as any other issue. The Project Management team from SJMH and Cerner will be constantly monitoring calls and issues as they come in. They will be working with all of the necessary resources to ensure everyone is getting the support and answers they need to make this activation as smooth as possible.

Meaningful Use / Quality Measures – Jennifer Barnes / Tara Arnold
When building an Electronic Health Record, Cerner has studied how clinicians work and have struc-
tured the way the data needed to achieve meaningful use and quality measures is gathered. Quality Measures are connected to pertinent fields within the medical record and integrate achieving measure specification into workflows. Chart alerts, decision support tools, yellow - must answer fields, task list items, and other tools will also enhance our performance. Many Quality Measures will be automatically abstracted through the use of structured fields. Inpatient staff caring for patients will be able to see what is missing or still needs completed through the Quality Measures area of the Power Chart.

Command Center – Brian Beals
The CareConnect Center that has been used for meetings, testing and classroom training will be converted into the Command Center for activation support. Think of it as ‘Houston’ getting ready to launch a mission into space. It will be the hub of activity controlling the conversion from CPSI and the other depart-

Pretty In Pink Celebration
On Fri., Oct. 21, any of our SJMH employees who are dressed in pink to commemorate Breast Cancer Awareness Month will be eligible to win some Awareness gifts.

Halloween Activities in Lewis County on Saturday, October 29
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

Monster Mash Halloween Party
@ 4 p.m. H&M Motors, RLBMS Parking Lot
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. – Dave Powers Magic Show

Brought to you by: Stonewall Jackson Memorial Hospital, The City of Weston Fairs and Festival Committee, Weston Rotary Club, and H&M Motors

Continued on Next Page
Months ago, the Care Connect Team began preparing for the go-live. This begins with an Activation Strategy, covering how we intend to manage the event, how we intend to support you, where we’ll coordinate the event, how long we anticipate heavy support to be in place, and the timing and sequence of events. The Activation Strategy was approved by the Governing Committee, allowing the Care Connect Team to begin with more detailed activation planning.

Here is a high level listing of some of the key events that will take place leading up to the actual cutover to Cerner on November 6:

| NOW | Many years of patient names and visit listings have been moved from CPSI and ECW into Cerner |
| NOW | Equipment is being prepared in all departments |
| Oct 5 | OB Clinic will begin entering clinical information on expectant mothers into Cerner |

Continued on Next Page
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>Oct 24</td>
<td>Clinics begin entering allergies, meds, various histories, and future schedules into Cerner</td>
</tr>
<tr>
<td>Oct 26</td>
<td>Hospital schedulers begin entering future schedules into Cerner</td>
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<tr>
<td>Oct 31</td>
<td>Superuser orientation education sessions begin</td>
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<tr>
<td>Oct 31</td>
<td>Final Go/No-Go meeting</td>
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<td>Nov 5 @ 8:30pm</td>
<td>Admit all current inpatients into Cerner, then print new armbands and patient labels</td>
</tr>
<tr>
<td>Nov 5 @ 8:30pm</td>
<td>Nursing and Pharmacy begin entering allergies, home meds, medications, and active orders into Cerner for all inpatients</td>
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<tr>
<td>Nov 6 @ 4:30am</td>
<td>Balance inpatient census between Cerner and CPSI</td>
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<tr>
<td>Nov 6 @ 5:00am</td>
<td>Confirm clinical data on all inpatients: meds, allergies, orders</td>
</tr>
<tr>
<td>Nov 6 @ 6:00am</td>
<td>Disable CPSI Order Entry</td>
</tr>
<tr>
<td>Nov 6 @ 6:30am</td>
<td>Discharge all inpatients from CPSI and all active ED patients.</td>
</tr>
<tr>
<td>Nov 6 @ 6:40am</td>
<td>Deliver new armbands with new Cerner account numbers.</td>
</tr>
<tr>
<td>Nov 6 @ 6:40am</td>
<td>Re-register all active ED patients with new Cerner account number so orders can be placed.</td>
</tr>
<tr>
<td>Nov 6 @ 6:50am</td>
<td>Confirm census between Cerner and Pyxis and physical bed.</td>
</tr>
<tr>
<td>Nov 6 @ 7:00am</td>
<td>Final validation that the system is ready for activation and current data for all inpatients and ED patients is accurate.</td>
</tr>
<tr>
<td>Nov 6 @ 7:00am</td>
<td>Overhead announcement will be made: “The Cerner system is now in use.”</td>
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</table>

There are hundreds more tasks and steps involved, but this chart should give everyone a glimpse of the key events and times leading up to 7:00am on Sunday, November 6.

Everyone in this organization is a key person to making Care Connect a success. Whether you’re involved in the design and support of the system or a staff member that will be using the system in the month of November, we need the diligence of everyone to help ensure that every possible issue and detail is identified and addressed.

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**Pat-On-The-Back Honorees**

**Donna Snyder • Melissa Meluzio**  
**Brittany Shuttleworth • Carol Harris**  
**Lydia Selmon • Vicki Shuman**  
**Amanda Workman • William Griffith**
“80% by 2018” Project

“80% by 2018” is a National Colorectal Cancer Roundtable initiative in which hundreds of organizations have committed to substantially reducing colorectal cancer as a major public health problem and are working toward the shared goal of regularly screening 80% of adults aged 50 and older screened for colorectal cancer by 2018. Hundreds of organizations – including medical professional societies, academic centers, survivor groups, government agencies, cancer coalitions, cancer centers, payers and many others – have signed a pledge to make this goal a priority. If we can achieve 80% by 2018, 277,000 cases and 203,000 colorectal cancer deaths would be prevented by 2030.
WVHA 91st Annual Meeting a Success!

A new addition to this year’s Annual Meeting was West Virginia Hospital Association’s (WVHA) recognition of a number of hospitals for their outstanding work in the Commitment to Excellence Honors Program and their commitment to the following topic areas: Antibiotic Stewardship, Breastfeeding Initiative, Employee Influenza Vaccination, Hospital Engagement Network (HEN) 2.0, Use and Prescribing of Opioids in Emergency Departments, and Tobacco Cessation Assistance. The hospitals honored include:

**GOLD HONORS**
- Braxton County Memorial Hospital
- Charleston Area Medical Center
- Davis Medical Center
- Grant Memorial Hospital
- Greenbrier Valley Medical Center
- Monongalia General Hospital
- Ohio Valley Medical Center
- Preston Memorial Hospital
- Raleigh General Hospital
- Roane General Hospital
- Saint Francis Hospital
- Thomas Memorial Hospital
- WVU Medicine - Berkeley Medical Center
- WVU Medicine - Camden Clark Medical Center
- WVU Medicine - Ruby Memorial Hospital
- WVU Medicine - United Hospital Center

**SILVER HONORS**
- Broaddus Hospital
- Grafton City Hospital
- Minnie Hamilton Health System
- Montgomery General Hospital
- Princeton Community Hospital
- St. Mary’s Medical Center
- Stonewall Jackson Memorial Hospital
- WVU Medicine - Reynolds Memorial Hospital

Board Officers and Members Installed

Members of the West Virginia Hospital Association (WVHA) and numerous sponsors recently met at The Greenbrier for the WVHA 91st Annual Meeting. Events for the three-day gathering officially began with the House of Delegates meeting on Thursday morning where the new board officers and at-large members were formally installed. Following is a list of the officers and board members for the coming year:

Chair - Darryl Duncan, FACHE, President and CEO, Monongalia Health System, Morgantown;

Chair-Elect - Jeff Lilley, CEO, Princeton Community Hospital, Princeton;

Treasurer - Avah Stalnaker, CEO, Stonewall Jackson Memorial Hospital, Weston;

Immediate Past Chair - Doug Bentz, CEO, Roane General Hospital, Spencer; and

Secretary - Joe Letnaunchyn, President and CEO, WVHA.

**Thomas Benz, MD**
Urologist

Stonewall Jackson Memorial Hospital is pleased to welcome Thomas Benz, MD to its team of physicians. Dr. Benz is certified by the American Board of Urology and has 25-years of experience delivering exceptional service to patients in need of urologic care.

**Specializing in the treatment of:**
- Bladder disease
- Enlarged prostate
- Kidney tumors
- Kidney stones
- Prostate cancer
- Urinary incontinence
- Minimally invasive surgery
- Erectile dysfunction
- Male infertility and sterilization
- Vasectomy reversal

**RN LICENCES**

**DEADLINE TO RENEW**
10/31/2016

**NO LICENSE?**
**NO WORK**
11/1/16 & AFTER UNTIL RENEWED

**SJMH**
STONEWALL JACKSON MEMORIAL HOSPITAL
230 Hospital Plaza
Weston, WV
NO MORE DAYS OFF FOR YOUR BIRTHDAY!

Effective 10/2/16 there will be NO more BIRTHDAY accruals. Rather than keeping up with everyone’s birthday, an additional PERSONAL day will be accrued:

- **ALL FT/PT EMPLOYEES HAVING MET THEIR 6-MONTH PROVISIONARY PERIOD WILL ACCRUE A PERSONAL DAY (FT-7.5 hours, PT-6.0 hours) IN THE FIRST PAY PERIOD OF THE NEW FISCAL YEAR.**

- **ALL FT/PT EMPLOYEES HAVING MET THEIR PROVISIONARY PERIOD WILL RECEIVE A SECOND PERSONAL DAY ON APRIL 1, 2017 (6 months later).**

- Employees on their Provisional Period as of 10/1 or 4/1 will accrue their personal day when the 6-month period has completed.

- All Personal day accruals will drop off (be forfeited) if not used by the end of each Fiscal Year, next year’s date is 9/30/17. You will have 12 months to use the first personal day and will have only 6 months to use the second.

  - ALSO, please be reminded that ALL Holiday accruals will drop off (be forfeited) if not used by the end of each Fiscal Year. (ALWAYS USE HOLIDAY & PERSONAL HOURS BEFORE VACATION HOURS for this reason.)

  - ALSO, please be reminded that Vacation accruals over 225 hours will be forfeited at the end of each Fiscal Year. Don’t wait until the last month to request your time off!

Each Fiscal year thereafter a Personal Day will accrue on or near 10/1 and again on or near 4/1 for all FT & PT employees having met their Provisionary 6-month period.
Pumpkin Drop on Sat., Oct. 29

The Weston Fairs and Festivals Committee is planning a number of fun activities for Halloween in Weston on Sat., Oct. 29. The group’s Monster Mash will begin at 4 p.m. at the Robert Bland Middle School. One of the highlights of the event will be a Pumpkin Drop sponsored by SJMH. The Weston Fire Department will provide the aerial truck from which to drop the pumpkins. There will be a grand prize of $100 for the pumpkin with the least fractures, or cracks. Rules for the Pumpkin Drop are:

1. The pumpkin must be at least a minimum size of 10 inches in diameter as a standard. Ties in the scoring can be decided by the entry with the largest diameter.
2. The pumpkin and the protective structure combined may not weigh more than 60 pounds.
3. The pumpkin container can have dimensions no greater than 30 x 30 x 30 inches.
4. The pumpkin may not be altered in any way (no freezing or adding chemicals).
5. No packing peanuts or other small, non-biodegradable fillers are allowed.
6. The protective structure should be designed so that judge can open it and remove the pumpkin within 30 seconds.
7. The protective structure cannot hold or use any glass, ceramic, explosives, or other potentially dangerous substance.

Interested parties should call SJMH’s Marketing Department at 304-269-8167.

Benefit for X-Rays’s Elizabeth Laughlin
Thurs., Nov. 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.

FREE Screening
Venous Disease

Symptoms of venous disease include:
• Aching, fatigue or heaviness in legs
• Varicose veins
• Throbbing or burning leg pain; and/or
• Cramping, swelling and numbness in leg

Wednesday, October 26, 2016
3:00 p.m.–5:00 p.m.
Registration required.
Call: 304-517-1272

Screenings will be held on the first floor of Stonewall Jackson Memorial Hospital in the Vein Center.

Halloween Costume Contest
For Your Pets!
Sat., Oct. 29 @ 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
SJMH Family
Christmas Support Project
APPLICATION

DEADLINE IS NOVEMBER 1, 2016

Employee Information: ___________________________________________________________
Name: _______________________________________________________________________
Street Address: __________________________________________________________________
City, State, Zip: __________________________________________________________________
Daytime Phone Number: ________________________________________________________
Department: ____________ Position: ______________

Number of dependents/age/gender, for which we are providing:

<table>
<thead>
<tr>
<th>Gender</th>
<th>Age</th>
<th>Pant Size</th>
<th>Shirt Size</th>
<th>Shoe Size</th>
<th>Toy Preference</th>
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<tr>
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<td>#6 Child</td>
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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 Nastausa Hefner or Jennifer Barnes in Administration in a sealed envelope. You may also call them for any other questions.
SJMH
Christmas Support Project
Food Donations Here!

If you wish to donate money or if you would like to donate the following food items please drop donations off to Nastausha Hefner (8149) or in the bin by console.

- Boxed stuffing
- Instant potatoes
- Canned vegetables or fruits
- Boxed dessert mixes
- Cranberry Sauce
- Jars or packets of gravy
- Canned evaporated milk

Deadline is Monday, December 12th

Without your generosity and support, none of this would be possible.
Autumn Events

Rotary Blood Screening – Oct. 15
Auxiliary Gold Sale – Oct. 17 - 7 am to 6 pm
Breast Cancer Awareness-Oct. 20 - noon
Pretty in Pink (Breast Cancer Awareness Event) - Oct. 21
Taco-in-the-Bag Fundraiser - Oct. 21 each shift
WVU Game - Oct. 22
Safety Fair - Oct. 29 - 11 am - 1 pm
Halloween Pet Costume Contest-Oct. 29 - 4 pm
Pumpkin Drop-Oct. 29 - 5 pm
Cookout - Nov. 18 - All shifts
Lunch and Learn - Nov. 18 at noon
SHOT’s Black Friday Sale - Nov. 23 and 25
- 8 am to 4 pm
Christmas Parade - 5:30 pm
and After Party-Nov. 25
Children’s Christmas Party - Dec. 2 - 6 pm
Employee Christmas Buffet - Dec. 16 - all shifts

Community Projects - 80% by 2018 and Urban Orchards, Playgrounds, Community Assessment

TBA - Grand Opening/Ribbon Cutting of Buckhannon Physician Office; Christmas Support Fund; Salvation Army Angels Project

Bake Sale and
Taco-In-A-Bag Fundraiser
Fri., Oct. 21, 2016
Bake sale begins at 7 am.
Taco sale from 11 a.m. to 1 p.m. and 9 p.m. to 10 p.m.

The Med/Surg Department is having a Fundraiser to benefit SJMH Nurse Kendra and Robert Poling, and their new baby girl, Olivia.

Please donate bake sale items and anything else which can be used by calling Traci Chapman at 8520.

Taco-In-A-Bag plus Drink - $3

Benefit for X-Rays’s Elizabeth Laughlin Thurs., Nov. 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.

You Are Invited to participate in
TRUNK OR TREAT
Sat., Oct. 29
at the VMCH Parking Lot, Weston
Churches, businesses, and organizations are invited to participate!
Gail Larry @ 309-1277

4 p.m. - Halloween Pet Costume Contest
4:45 p.m. - Pumpkin Drop
5:30 p.m. - Trunk or Treat
7:30 p.m. - Dave Powell's Magic Show

Sponsored by VMCH and Weston Church and Festival Committee
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: If you would like a copy of your course completion, please feel free to print your

Questions/Concerns?
Contact Human Resources: 304-269-8119