

Bartlett Buzz

April 8, 2015

Disaster Drill Postponed

The BRH disaster drill, originally scheduled for Thursday, April 9 has been postponed.

There is no word at present on a new date, but we will keep you posted.

Chuck's Corner

By Chuck Bill, CEO

This past Saturday night was one of the most enjoyable evenings of my career: our Annual Employee Recognition Banquet!

I want to thank Human Resources for coordinating the event. It could not have come off more smoothly. I also want to thank the members of the Board of Directors who were able to attend. Your presence always is valued by our staff.

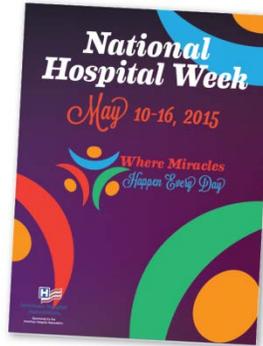
But mostly, I want to thank the awardees and their managers for the fabulous work you do. Hearing the stories and seeing the emotion and caring brought to light what a unique gift of trust our patients and employees give us. -- Thank you.



HR Notes

Hospital Week

Hospital Week will be May 10 to 16. National Hospital Week celebrates hospitals and the men and women who support the health of their communities through dedication and compassionate care.



Your Hospital Week Planning committee is hard at work to make it really special. Here is a *preliminary* look at the week's activities:

Monday-Friday:

- Hospital Week Gift Pick-Up
- Healing Touch in Med/Surg (contact Mary Szczepanski at mszczepanski@bartlethospital.org to reserve a time)

Tuesday:

- Florence Nightingale Day
- OB Ribbon Cutting Ceremony

Wednesday:

- Special *Bartlett Buzz*

Thursday:

- BRH Cafeteria Employee Luau (no-charge breakfast, lunch, *or* dinner)

Friday:

- Karaoke & Root Beer Floats at 2:00 pm in the Cafeteria

Plans are evolving, so please keep checking for more information in upcoming issues of the *Bartlett Buzz!*

Annual Benefit Open Enrollment

CITY/BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY

Bartlett
Regional Hospital

2015 Employee Benefit Enrollment

May 18th - June 5th, 2015

Don't miss your chance to update your benefits!
Enrollment this year will include:

- Updating Premera Health Benefits
- Cafeteria 125 Flex Spending

The following benefits can be added/updated:

- USABLE Life Insurance
- Aflac Voluntary Benefits
- ICMA-RC 457 Deferred Compensation Plan

More information to follow in your home mailbox, BRH e-mail, Bartlett Buzz, HealthYourself Newsletters, or visit www.bartlethospital.org/staff-portal.aspx

Annual Open Enrollment for employee benefits will be Monday, May 18 through Friday, June 5. This is your chance to make changes to your health insurance coverage and re-enroll in the Flex Spending Plan.

You must go through the enrollment process by June 5 or you will be defaulted into the Economy Employee Only plan and any dependents you have covered will be dropped from your plan.



Compliance Corner

By Sara Parker

A few pointers to help you protect your patients from a breach of their confidential information:

- 1) Always close out, log out, or lock computer screens when you are not using them, even if you are walking away for just a minute.
- 2) Turn paper charts face-down.
- 3) Do not hold conversations about patients in public areas, even if you think no one else is around.
- 4) Before giving out information about a patient over the phone, be sure that you can be confident that the person on the other end of the line is who they say they are.
- 5) Be sure that there is an appropriate Release of Information in place.
- 6) A Release of Information (ROI) authorizes you to share information, but it does not necessarily require that you share the information. If you are uncomfortable releasing particular information, it is acceptable to tell the requestor that you will need to get back to them. This will allow you to get feedback from your co-workers, supervisor, or Compliance Officer.
- 7) Provide only the minimum amount of information necessary.
- 8) If you are transporting copies of paper medical records, place them in an envelope or box to ensure that pages don't separate and get lost.

If you are not sure... ASK your supervisor, co-workers, or Compliance Officer whether or not the information is appropriate to release.

Compliance Hotline 796-8618

New Employees

Shelley Landers, Patient Observer
Eder Santana, Clinical Nurse III (M/S)
Kim Whiteside-Tellado, Patient Observer

MRI Team Receives ACR Accreditation

By Robyn Free

I'm very pleased to announce the American College of Radiology renewed their accreditation letter for our MRI unit. We are now accredited for three years. This means that when the Joint Commission visits, there will be one less area that they will focus on! (But we'll still be squeaky clean in there!)

Our MRI team worked very hard to make this happen. Particular thanks go to Brooke Gunstrom and Annette Link, who took the lead for this project. Israel Ginn was also very much involved in the process.

Bartlett Regional Hospital Foundation Accepting Edelman Scholarship Applications

Bartlett Regional Hospital Foundation is accepting applications for the Grace and Phil Edelman Health Sciences Scholarship for the 2015-2016 academic year.

Scholarships are awarded to eligible applicants seeking a Health Sciences degree at an accredited college. Applicants are required to have both outstanding academic performance and leadership among peers and in the community.

Through the Edelman Scholarship Endowment, the BRH Foundation

has awarded more than \$70,000 to Southeast Alaska students seeking degrees in health sciences since 2009.

The application deadline is May 22. Application requirements and supporting information is available at www.brhfoundation.org/scholarship, or contact Bartlett Regional Hospital Foundation at (907) 463-5704.

Completed applications may be emailed to maria@brhfoundation.org or to 3260 Hospital Drive, Juneau, AK 99801.

Don't Forget!

- **Tram Passes are back this year!** Contact Toni Petrie at 796-8438 to reserve a date or for more information.
- **BRH Employees can use the walking track at the Dimond Field House for free** by showing their ID and signing in. (Employees ONLY, please!)
- **Meditech 6.x has a name, logo, and mascot.**



- **We officially kicked off B.E.H.R CARE on Monday, March 23** with information, free buttons, candy and snacks in the Gallery. There are more events on the way, so keep watching!

