

Bartlett Buzz



August 6, 2014

HR Notes

New Employees

Tara McGee, Lab Aide
Jeanine Miller, Clinical Assistant
Manager MHU
Mark Tomaro, Mental Health
Assistant
Brian Carothers, OR Tech
Jennifer Buckscott, PAS
Representative
Lillian Willis, Cook

Premiera NurseLine Reminder

Available 24 hours, 1-800-841-8343

August Reminder: Back to School

Getting the kids ready for back to school? Need help with what to do about your child's health concerns or your own? Call the 24-Hour NurseLine anytime about your medical needs or concerns. It is free and confidential, and caring nurses will help provide you with peace of mind. Make a note of the number in your cellphone or other place you can reference later 1-800-841-8343. Always call 911 or your local emergency number if you are having a medical emergency. NurseLine gives general information, does not diagnose or prescribe, and cannot give a member any coverage determinations.

Occurrence Reports and Report of Injury Forms

If you have an occupational injury while working you are *required* to submit an Occurrence Report and complete the OSHA Report of Occupational Injury (ROI) form for

Workers Compensation. Failure to complete the Occurrence Report and the Workers Compensation Report of Occupational Injury form may result in delay or denial of claim processing. Access the Occurrence Reporting system through your *Internet Explorer Favorites* > *Occurrence Report – Live*.

Once in the Occurrence Reporting system, there's a link to the ROI form which is located on the CBJ Safety Program website.

Contact Cheryl Aceves for assistance or any questions at x8676. You may also refer to the CBJ Safety Program Information at:

<http://www.juneau.org/personnel/safety.php>

BRH Hospital Week Fleece Vests for Sale

Would you like a BRH fleece vest for a family member? Do you know a community member who would like one?

The BRH fleece vests are now available for sale through the Human Resources office for \$20.00 each. Please come by Human Resources during regular office hours Monday through Friday from 8am to 5pm to purchase a vest by cash or check.

457 Deferred Comp Plan

For anyone participating in the 457 Deferred Comp Plan through AXA/Equitable or Hartford/Mass Mutual, the transition of those plans to ICMA-RC is moving forward. Presentations and one-on-one meeting opportunities with ICMA-RC to discuss your plan and

investment options are scheduled for the week of August 18-22.

Education Meeting Schedule

August 18, 2014

7:30 a.m. to 8:30 a.m.

11:30 a.m. to 12:30 p.m.

Med/Surg Conf. Room 3rd Floor

August 19, 2014

11:30 a.m. to 12:30 p.m.

Med/Surg Conf. Room 3rd Floor

August 20, 2014

7:30 a.m. to 8:30 a.m.

11:30 a.m. to 12:30 p.m.

Med/Surg Conf. Room 3rd Floor

August 21, 2014

11:30 a.m. to 12:30 p.m.

Med/Surg Conf. Room 3rd Floor

August 21, 2014

5:00 p.m. to 6:00 p.m.

BRH Admin. Classroom 203 A/B

August 22, 2014

7:30 a.m. to 8:30 a.m.

11:30 a.m. to 12:30 p.m.

Med/Surg Conf. Room 3rd Floor

The 457 Deferred Comp Plan is an optional benefit and enrollment is available throughout the year.

**New API
Enhancements
coming soon!
Stay tuned for more
details...**



Health Yourself Note

By Jess Brown

If you or your spouse is interested in signing up for **the indoor cycling camp** at Mountainside Wellness (12:05-12:50 M/W/F; September 3-October 3), registration is open! [Use this link to register.](#)

The series of 14 classes is valued at **\$140**, but will only cost CBJ/BRH employees and spouses **\$115**.

Plus, if you attend 12 of the 14 classes, you will receive a **\$10** reimbursement from Health Yourself!

Compliance Corner

By Sara Parker

Just Because You Can, Doesn't Mean You Should!

Please remember, prior to accessing a patient's private, personal, and confidential information, ask yourself, "Do I need to access this record in order to do my job at Bartlett Regional Hospital?"

If the answer is "no," then if you access the record you have breached patient confidentiality.

Confidentiality is important in all communities, but in a small community like Juneau, even de-

identified patient information can be identifiable.

The HIPAA Security and Privacy Officers at Bartlett Regional Hospital conduct random and for-cause audits of medical record access. Every time you log into a chart, you leave an electronic access trail. You may be questioned about your need to access a patient medical record.

Compliance is everyone's responsibility. Do the right thing every time.

If you have any questions or concerns, please contact Sara Parker at 796-8718 or the Compliance Hotline at 796-8618.

Meditech Moment

By Alan Germany and Martha Palicka

We are pleased to announce that the Request for Proposal (RFP) for the Meditech 6.1 implementation and consulting support was released by CBJ Purchasing!

Meditech has certified five vendors as eligible to partner with them and Bartlett as we look forward to converting to Meditech 6.1. We anticipate that these vendors will be responding to the RFP within the next 2 weeks.

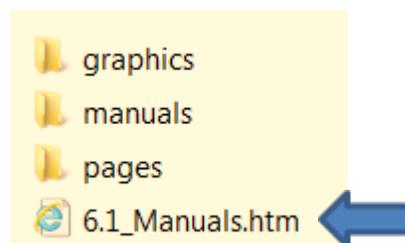
As we indicated previously, Bartlett

signed the 6.1 contract with Meditech 2 weeks ago.

Notice a new tab under your Internet Explorer Favorites? Want to get an early start in learning information on Meditech 6.1? Click on the Meditech User Manuals tab for links and information to Meditech 6.1.

Information Systems has also uploaded the Meditech 6.1 manual to the "W" drive.

Please go to Organizational files W:\Meditech 6.1 User Manuals\6.1_Manuals.htm (see below).



Once you click on it, you will see it opens up Internet Explorer. From there, you can save it into your favorites if you wish. We encourage you to take a look at it when you get a chance.

Feel free to preview these, as a solid knowledge base will be important for all users as we move into the implementation this fall and winter.

As everyone knows, we are still on Meditech Magic for now and those

manuals will not apply until we convert to 6.1.

Rest assured that there will be plenty of training for all users on 6.1 as we move through the implementation and after go-live.



Agnes Vu Retires!



Pharmaceutical Waste

By Ursula Iha

Coming soon: A new way to protect the environment!

The Hazardous Materials & Waste Committee is implementing a new policy to handle pharmaceutical waste in the hospital.

Other businesses might have one or two types of waste located in a specific area. Hospitals have many different types of waste in multiple locations which complicates waste management.

Further complicating the process are the governmental agencies which regulate pharmaceutical waste -- including the US Environmental Protection Agency (EPA), the Occupational Safety and Health Agency (OSHA), the Drug

Enforcement Agency (DEA), the Department of Transportation (DOT), and the Food and Drug Administration (FDA).

In 1976, Congress passed the Resource Conservation and Recovery Act (RCRA) which categorized waste by its characteristics, such as corrosiveness, ignitability, reactivity, and toxicity to the environment.

Cumulatively, this has created ten different waste streams (categories) for medications that must be manually sorted into specific bins, similar to Juneau's recycle center.

Additionally, compliance is monitored by the Centers for Medicare and Medicaid Services (CMS), and The Joint Commission (TJC) during hospital inspections, holding hospitals accountable with

certification and financial consequences.

The following is the general breakdown of the categories:

- **P-List:** A category of RCRA waste which is acutely hazardous to the environment. It includes nicotine and warfarin, which need to be disposed of in separate containers along with the packaging.
- **Flammable/Toxic Waste:** Medications such as estrogen, epinephrine, and insulin go in black containers.
- **Aerosols:** Medications such as albuterol inhalers or benzocaine spray may be dispensed to patients if ordered on discharge, or returned to the pharmacy.
- **Oxidizers:** Medications such as silver nitrate sticks will need to be handled separately because of their reactivity.

• **Chemotherapy waste:** These are extremely toxic and disposed of in yellow bags.

• **Regulated waste:** Includes vaccines, Rhogam, and Epogen.

• **Non-RCRA waste:** Is considered non-hazardous to the environment, but we still don't want it in our landfill, so that will go into white containers with blue lids and our environmental services company, PSC/Stericycle, will have it transported and incinerated.

• **Sharps:** Red containers are intended for needles and any sharp objects. Those containers are sterilized and then deposited in our landfill, so it is important that medications are not wasted in them.

• **Controlled Substances:** We are trialing new containers for controlled

New Waste Medication Disposal Containers Trial Run Started on Med/Surg Unit				
	Type of Waste	Description of Waste	Proper Bin/Container	Disposal Method
Controlled substances		<ul style="list-style-type: none"> Controlled Substances which are excess or wasted Pills, syrups, liquids, patches and controlled substance IV waste Vial contents but no Sharps! 		Contracted Disposal Service PSC 
Hazardous Medications		<ul style="list-style-type: none"> Nicotine patches & wrappers, Nicotrol warfarin vials Insulin vials, pens, IV's Drugs on toxic list such as, Epi, Nitro, Oxytocin, Paxil, ketorolac 		Contracted Disposal Service PSC 
NonHazardous Meds		<ul style="list-style-type: none"> Ointment tubes/topicals Unusable tablets, capsules or liquid medicines Partially filled medication IV bags (antibiotics and heparin – clamp and place in container with tubing, do not put down the drain) Used or waste medication patches, but NOT nicotine 		Contracted Disposal Service PSC 
***Lists are not complete. Refer to Posted Lists and Pharmaceutical Waste Disposal Policy for Pharmacy				



substances called Cactus Smart Sinks which securely captures and renders unused pharmaceutical waste “unusable and unrecoverable”. Waste must be documented and witnessed by two licensed staff members.

- **Electrolytes:** Solutions like normal saline and dextrose without additives can go down the drain.

This comprehensive plan is being trialed in Med Surg, and once the bugs are worked out, it will be extended to other areas of the hospital.

“Pharmaceuticals are engineered to resist breaking down in the harshest of environments, the human body. Even the most advanced water treatment facilities cannot remove all pharmaceutical entities from our water supply.”

--excerpt from: Pharmaceutical Waste: Is Your Facility at Risk? By Fred Massoomi, PharmD, FASHP (The complete article is available on the W drive at: [W:\EOC\Hazardous Materials\Pharmaceutical Waste\Pharmaceutical Waste is your healthcare facility at risk 2012.docx](#) for reference.)

Before putting any chemical, especially a hazardous substance, down the drain or into the landfill, think first what is best for our environment. We realize that doing all of this is a lot of added work, so please provide any suggestions that may make the process less cumbersome. Thank you all for your cooperation and wise decisions every day.

Website Update

By Jim Strader

A great deal of behind-the-scenes work has occurred on Bartlett’s new website since my last update. As you

may remember, we are anticipating going live with the new site in October.

Dianne Bigge, Gail Morehead, and Emma House are working with me on the project. We have met with the design team at Coffey Communications numerous times via web conferencing. To date, we have trimmed a significant amount of content currently found on our present site, have reduced the total number of pages by about one-third, and considered several prototypes for the overall design of the site.

Primary navigation of the website is being designed with patient interest and convenience in mind. Our goal is to present a modern, easy-to-use site with relevant health information that is easily accessible.

Key to the design is a technology known as “responsive design.” The site will automatically change its layout to display properly on any device the site visitor is using. It works on any PC, any tablet, and any smartphone, as well as on any operating system.

Of course, our website will continue to feature our nursery, class info, and physician directory, as well as employment information. The enhanced and more robust health information library will be geared to offer answers site users are seeking, with hyperlinks to the services provided by various departments at BRH.

CEO’s Corner

By Chuck Bill

I’m excited to say that the move of my household, including wife and dog, is complete and we are about 80% unpacked. We are enjoying our new place on North Douglas immensely and I will be more

available to round in the hospital and attend department meetings. I truly want these opportunities to be meaningful and have value for you. Please feel free to share things we can do better as well as processes that work well and individuals that are doing a superb job. It is important that we find ways to celebrate each other!

I know the summer has been busy in many areas. While that can be challenging, it is also good! The added summer volume helps keep year round employment viable during the slower winter months. As you can see from the kudos corner, we continue to provide amazing patient care throughout the organization.

I would like to close with a special thank you to all of you who did such a great job responding to the potential train derailment disaster. I have been through innumerable drills and a couple of real disasters during my career. It is obvious that we have practiced and are prepared to handle a disaster should a real one occur.

Good job!

August Healthcare Observances

Month-long Observances

Cataract Awareness Month
Children’s Eye Health and Safety Month
Neurosurgery Outreach Month
Psoriasis Awareness Month
Spinal Muscular Atrophy Awareness Month

Week-long Observances

10-16 National Health Center Week

Recognition Days

3 National KidsDay
23 Health Unit Coordinator Day

