

1-2-2017

## Daily Dose: January 02, 2017

CentraCare Health

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### Recommended Citation

CentraCare Health, "Daily Dose: January 02, 2017" (2017). *Daily Dose*. 1.  
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# Daily Dose

OUR BEST  
BEGINS WITH **ME**



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Jan. 2, 2017

Submit items to [communications@centracare.com](mailto:communications@centracare.com) by noon the day prior to publication.

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[Medical expense/Dependent care \(FSA\) reminders](#)

[New Wellness website](#)

[Foundation to move to South Point this week](#)

[Do you or a loved one have a Designated Caregiver?](#)

[Links to order scrubs](#)

[New hours for Urgency Center](#)

[Our Best Begins With Me: January theme – Curiosity](#)

[Plaza employee parking change for Jan. 5](#)

## Events

[centracare.com](http://centracare.com)

### 2016 Volunteer yearbook

[Click here](#) to view the 2016 Volunteer Yearbook which highlights over 113,723 volunteer hours served, the St. Cloud Hospital Volunteer Auxiliary Annual Report and the various awards given throughout 2016.

### Shuttle service will resume Jan. 3

There will be no shuttle service from CentraCare Health Plaza to St. Cloud Hospital until

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## CentraCare Health

### Medical expense/Dependent care (FSA) reminders

- Employees will have until **March 15** to turn in claims for any balance remaining from 2016. **All 2016 claims will continue to be submitted to Human Resources for processing** until the March 15 deadline. Remember that the dates of service must be from 2016.
- Balances for 2016 can be viewed in Employee Self Service on CentraNet. Visit CentraNet/Employee Resources/Benefits/FSA tab for instructions.
- **2016 Medical Expense Rollover:** An accumulative total of up to \$500 of unused 2016 medical expense will roll over into an account at the end of March 2017 and be transferred to a Roll Over account with Health Partners on April 1, 2017. Information regarding 2016 Roll Over accounts can be viewed on CentraNet/Employee Resources/Benefits/FSA tab for 2016 Roll Over.
- **A new Flexible Spending Account (FSA) user guide for 2017 is available on CentraNet.** The guide helps explain the flexible spending account plan process with HealthPartners and how to get the most from the plan.

\*\*All 2017 claims need to be submitted directly to Health Partners. See the [FSA User Guide](#) found on CentraNet/Employee Resources/Benefits/FSA tab.

\*\*\*If you received a “Benny Card” in the mail, they are to be used to purchase prescriptions only.

### New Wellness website

CentraCare has partnered with Viverae, a wellness program provider, to deliver a fun and engaging experience to help you create or maintain a healthy lifestyle.

### Jan. 3.

Employees who normally take the bus may park in their **assigned** ramps at St. Cloud Hospital/CentraCare Clinic – River Campus on those days.

### Pilates class offered at Clara's House gym

[Register](#) by **today** for the Tuesday/Thursday Pilates classes, which start **Jan. 3** in the Clara's House gym. [See more details](#).

### Yoga class offered in Monticello

[Register](#) by **today** for Tuesday/Thursday yoga classes, which start **Jan. 5** at CentraCare Health – Monticello. [See more details](#).

### Mark your calendars for employee/volunteer meetings

Feel good every day with a secure website that lets you begin working on health goals with peer challenges, health app and device data integration and more resources to help you make measurable progress toward your goals.

All CentraCare Health employees are eligible to participate in the program by logging on to [centracarewellness.com](http://centracarewellness.com).

**Employees need to create a new account.** [Click here](#) for directions.

**Participants have the option to receive text message reminders.**

- Complete Member Health Assessment (MHA) and Biometric Screening
- Important challenge sign-up dates and targeted program deadlines

Note: Opt-in on [centracarewellness.com](http://centracarewellness.com) to receive text message reminders. Standard text messaging rates apply.

All programs are confidential and in compliance with the Health Insurance Portability and Accountability Act (HIPAA). Any information shared with the Viverae® team will not be disclosed, except in accordance with HIPAA laws. Your Protected Health Information (PHI) will not be shared with your employer.

## Foundation to move to South Point this week

The transition to South Point will continue this week with the Foundation department/BLEND & Wellness (22 staff) moving **Jan. 4** and **5**. **Donations that previously were dropped off at the Foundation Office at St. Cloud Hospital, can be taken to the Administration Office.**

Human Resources will move to South Point **Jan. 9-13**. The Legal department will move **Jan. 13**.

The following departments have already made the move to South Point:

- Contracting & Procurement

Plan to attend an employee/volunteer meeting. President & CEO Ken Holmen, MD, will present along with a senior leader from your area.

- **Jan. 3:** 7:30 a.m. & 3 p.m., CCH – Paynesville
- **Jan. 13:** 7:30 a.m. & 10 a.m., CCH – Sauk Centre
- **Jan. 30:** 7:30 a.m., 2:30 p.m., CCH – CCH Monticello
- **Jan. 31:** 7:15 a.m., 12:30 p.m., 2:15 p.m., CCH – Melrose

## Remembrance Tree Lighting in Sauk Centre

Join us for the Remembrance Tree Lighting ceremony at 7 p.m. **Jan. 4** at CentraCare Health – Sauk Centre Nursing Home, 425 Elm St. N., Sauk Centre. Light refreshments will be served following the ceremony. All are welcome to attend. For more information,

- Strategy & Network Development
- Education
- Performance Excellence
- Volunteer Services
- Finance

**Reminder:** Phone numbers and extensions will remain the same for those who are moving. Interoffice mail also will be delivered to and from South Point.

If you have questions about a department moving, please direct them to that department as they will be best equipped to assist you.

### Do you or a loved one have a Designated Caregiver?

Starting **Jan. 3**, every adult who is admitted as an inpatient to a CentraCare hospital will have the option of appointing a **Designated Caregiver** for that hospitalization. This change is taking place due to a new Minnesota statute as well as best practice recommendations.

#### Why add a Designated Caregiver?

Successful discharge planning truly starts upon admission to the hospital! When a patient chooses a Designated Caregiver, they are letting us know who needs to be involved in learning and discharge planning throughout the stay. If we are engaging the Designated Caregiver in learning and planning from day one, the patient is more likely to have a successful transition back home.

#### What do I need to know?

Within 24 hours of admission, nursing staff will ask every adult patient: “Do you want to designate a caregiver to be included in education and discharge instructions?” If a patient would like to designate a caregiver, additional rows will populate to gather more information about that caregiver. Patients can decline to

call 800-835-6610.



### Earth Day early bird deadline Jan. 8

Register for the popular [CentraCare Earth Day Run](#) event through **Jan. 8** and you can take advantage of all early bird discounts. The event will take place **April 21-22** on the St. Cloud State University campus and has something for all ages and activity levels. Exclusive for employees only, the Employee Wellness Program will offer a \$35 discount and 25 wellness points for participating, including participating as a volunteer. Hurry, [get the full details](#) today so you don't miss

designate a caregiver.

If a patient appoints a Designated Caregiver, the health care team will include that caregiver in education and discharge planning throughout the hospitalization. Members of the health care team can view the Designated Caregiver through the Handoff report, the Kardex report and in the FHAAS.

[View Epic tip sheet.](#)

[View Education and FAQs for staff.](#)

[Learn more](#) about family caregivers.

[Click here](#) to view an example of a CARE Act wallet card. (Patients are responsible for printing their own Care Act wallet cards).

For more caregiving resources, visit [aarp.org/mn](http://aarp.org/mn) or [aarp.org/caregiving](http://aarp.org/caregiving).

If you have questions, please contact Gail Olson, ext. 75018.

## Links to order scrubs

[Click here](#) to order scrub uniforms from Uniform Advantage and shirts from Lands End.

[Go to CentraNet](#) to view uniform information, scrub dress code guidelines and ordering instructions.

## New hours for Urgency Center

Effective **today**, the CentraCare Urgency Center is open from 9 a.m. to 9 p.m. We continue to be open 365 days a year (including holidays) to serve the needs of our patients. [Visit our webpage](#) to view wait times or learn more.

[Details](#) today so you don't miss out on this special offer, including doing the 5K run or walk for free.

## Outpatient Nicotine Dependence Program

This five-week outpatient nicotine dependence program, from 4:30-5:30 p.m. beginning **Jan. 11**, features personalized treatment, a support group, medication therapy, relapse prevention and self-help plan. The program takes place at and is led by experts from the CentraCare Heart & Vascular Center.

Call ext. 57448, for more information. If this date and time doesn't fit your schedule, talk to us about other options.

## Insanity Live!

[Register](#) by **Jan. 11** for the

# OUR BEST BEGINS WITH ME



## January theme: Curiosity

Innovation and openness to change are important to a healthy organizational culture — it is in this environment that people are free to say what they think and feel. One great tool is to ask yourself: Do I see change as an opportunity?

Stay on top of the latest information and sign into the new [culture website](#) using the employee password: CCH2016.

**Click on the January animation below and enjoy.**

for GROWTH  
and  
INNOVATION”



Monday [Insanity Live](#) classes which start **Jan. 16** in the Fellowship Hall at Recovery Plus. Cost is \$15. Beginners welcome.

## Are you stressed?

Participate in an eight-week Mindfulness-Based Stress Reduction course from 6-8:30 p.m. Tuesdays **Jan. 24 - March 14** in the lower level of CentraCare Health Plaza. Learn ways to manage the demands and stress you face in life and how to live with increased contentment.

[Learn](#) more about yoga, mindful meditation classes and retreats.

To register, contact [Patsy Murphy](#), 320-290-2155.

## Moving to South Pointe or other location?

*Need a new home for your books?*

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## CentraCare Health Plaza

### Plaza employee parking change for Jan. 5

Employees who park on the south side of the Woodlands West parking lot at CentraCare Health Plaza, will need to park in the **employee** parking areas of River East, River West, Meadows or the newly constructed overflow parking lot to the northwest of the Surgery Center on **Jan. 5**. This change in parking is to accommodate the placement of modular MRI equipment next to the west side of the Plaza building. Placement of the equipment is expected to take one full day and is scheduled to take place Jan. 5. Please be sure to use the River East or West, Prairie East or West or Woodlands East entrances into the building. Employees are not to use the Surgery Center entrance. If you have questions, please call Abby Miller, ext. 75104.

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Have you found Our Best Begins With Me working for you at home or work?

Share your success story at [questions@centracare.com](mailto:questions@centracare.com)



OUR BEST  
BEGINS WITH ME

You can bring them to the Health Science Library (Center Lobby, 1st floor) and we will either integrate them into the library's collection or recycle them.

The library also is also adding new resources to the collection. We recently accepted a donation from Spiritual Care of books on grieving and dealing with grief. You can search the collection by [clicking here](#).

Don't forget that we also initiated a free lending collection called "Little Leadership Library" that accepts leadership books and other materials. The collection was created in response to a "We Envision Value" suggestion to reduce duplicate spending on these resources.

CentraCare Health Communications, 320-229-4980

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