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and Wheeler counties

The Great American Smokeout and Going Tobacco Free TPC Moves towards a Tobacco-Free Agency in 2012

Texas Panhandle Centers Behavioral and Developmental Health is committed to providing a safe, clean, and healthy environment for our clients, staff, and visitors, and is dedicated to promoting health, wellness, prevention and the treatment of diseases within our Texas Panhandle communities.

As part of this commitment, we would like to recognize that on November 17, 2011, the American Cancer Society will be holding the 36th Great American Smokeout, which encourages smokers to use the date to make a plan to quit, or to plan in advance and quit smoking that day. By doing so, smokers will be taking an important step towards a healthier life – one that can lead to reducing cancer risk.

As another element of Texas Panhandle Center's commitment to *Making Lives Healthier*, we want to use this opportunity to let you know that Texas Panhandle Centers is in the process of moving towards all TPC campuses being tobacco-free. A specific start date has not been

set though it will be sometime in 2012. Information about where we are on this course of action will be sent to staff on a regular basis as we progress towards this goal.

As part of our move towards a tobacco-free agency, staff will be provided with support in their efforts to quit smoking and using other tobacco products. Tobacco cessation programs and other support will be available at low or no cost to employees who want to stop using tobacco products. We do this for the benefit of everyone- our clients, families, volunteers, and staff.

Quitting is hard, but you can increase your chances of success with help. If you would like help immediately, the American Cancer Society can tell you about the steps you can take to quit smoking and provide the resources and support that can increase your chances of quitting successfully. To learn about their available tools, call the American Cancer Society at 1-800-227-2345, or visit their website at

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www.cancer.org.

Local resources are also available through the Harrington Cancer Center Tobacco Cessation Program- www.harringtoncc.org.

SIDEBAR:

Consider the benefits of quitting:

- **20 minutes after quitting:** Your heart rate and blood pressure drops.
- **12 hours after quitting:** The carbon monoxide level in your blood drops to normal.
- **2 weeks to 3 months after quitting:** Your circulation improves and your lung function increases.
- **1 to 9 months after quitting:** Coughing

and shortness of breath decrease; cilia (tiny hair-like structures that move mucus out of the lungs) regain normal function in the lungs, increasing the ability to handle mucus, clean the lungs, and reduce the risk of infection.

- **1 year after quitting:** The excess risk of coronary heart disease is half that of a smoker's.
- **5 years after quitting:** Your stroke risk is reduced to that of a nonsmoker 5 to 15 years after quitting.
- **10 years after quitting:** The lung cancer death rate is about half that of a continuing smoker's. The risk of cancer of the mouth, throat, esophagus, bladder, cervix, and pancreas decrease.
- **15 years after quitting:** The risk of coronary heart disease is that of a non-smoker's.

Flu Season: Protect your Co-workers

A scientific paper on organizational behavior is being published on the subject of hand washing.

Advising people to wash their hands to protect themselves has not been very effective so a different approach was taken. Advising people to wash their hands to protect *their patients and co-workers* from diseases made all the difference.

It's something to think about at work. If you're not concerned about yourself, wash your hands to protect your fellow co-workers and clients/customers.

COUGH, SNEEZE, HACK



Janice Alexander, Lamount Group Home, answered last month's questions correctly and was randomly selected to win a \$25 gift card from Amarillo National Bank.



To claim your card, contact Joyce Lopez at 806.351.3308 or email: joyce.lopez@txpan.org. Congratulations!

Blessings

Even in difficult economic times, there are countless reasons for Americans to give thanks for their many blessings.

Our nation has experienced troublesome times in the past and risen to the challenge. Above all, we remain the one country that shines as a great tribute to human liberty and freedom.

There is always something to be thankful for. This year perhaps we experience our bounty in a new way. We could serve others with greater needs. Serving others less fortunate can be a way to express thanks for our personal blessings.

Thanksgiving is an American holiday that usually involves family reunions, watching the traditional Macy's Parade or football games on TV and of course turkey.

This year let's give thanks for our service members and all our many blessings and believe in the bountiful harvests yet to come.

Bounty

In honor of Thanksgiving, Texas Panhandle Centers will be closed Thursday, November 24th and Friday, November 25th.



"Did they take anything valuable? The leftover turkey, stuffing, pumpkin pie..."



"It's for Thanksgiving. Now, you won't have to talk with your mouth full."



Happy Thanksgiving



Community Relations

Bonnie Lasher, Director, Community Relations

The Volunteer Services Council's 14th Annual Culinary Bash held September 17th was a successful event. The Bash provided an opportunity to showcase the beautiful grounds at our Wallace Street Campus of Texas Panhandle Centers. The weather was perfect and dining under the stars was almost as magical as the tables that were elegantly set outside on the lawn. The trees were lit with "twinkle lights" as the Insufficient Funds Band provided music to dine and dance to. The Silent Auction was full of unique items and the cooking teams and restaurants made sure that their patrons had a fabulous meal prepared especially for them. The cooking teams and restaurants included:

- ♦ **AMBUCS Cooking Team**
- ♦ **B&W Pantex Cooking Team**
- ♦ **Budweiser Cooking Team**
- ♦ **BL Bistro**
- ♦ **Country Barn Steakhouse**
- ♦ **Embers Steakhouse**
- ♦ **Macaroni Joes**
- ♦ **Texas Roadhouse.**

The AMBUCS Cooking Team, BL Bistro and the Embers Steakhouse were new this year and were an excellent addition to this upscale event. The Culinary Bash is the signature fundraising event of the Volunteer Services Council of Texas Panhandle Centers. All money raised is used to help and support the clients of Texas Panhandle Centers who find themselves in need of assistance when there is no other assistance available. The Volunteer Services Council also sponsors the 100+ TPC athletes that participate in Special Olympics, and the Shining Star Christmas Project.

Special Thanks to our Culinary Bash table sponsors this year who continue to support this worthwhile event:

\$1000 tables

C&B Printing
Happy State Bank
Insufficient Funds band

\$500 tables

Amarillo National bank
Atmos Energy
B&W Pantex
BSA Hospital
Castlerock Builders
FirstBank Southwest
Mr. Mrs. Albert Green
H&H Printwear
Hand Industrial
Insurance Management services
Bonnie & Steve Lasher
Martin Tipton Pharmacy
Northwest Texas Healthcare Systems
Panhandle Dental Group
Texas Tech
Xcel Energy

Texas Panhandle Centers

Sharon Braddock
Jim Conner
Amy Garcia
Tanya Fenwick
Anna Isom
Joyce Lopez
Libby Moore
Stacy Sandorskey
Bud Schertler
Garry Snider
Toby Wallace

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Community Relations Continued...

Plan B, C, D & E?

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You should always have a Plan B!

The Volunteer Services Council's Culinary Bash was well planned, right down to the change in venue, and the addition of "twinkle lights" in the trees to add atmosphere and lighting to this year's event. A local landscaping co. had agreed months in advance to put up the lights, and the night before the event gave a time they would begin. The day of the Bash, there was a message left on an office phone stating that the landscaping Co. would not be coming. The clock was ticking, and the Bash was to begin in 7 hours, and in 9 hours the patrons will be sitting in the dark.

Plan "B" was a local firefighter who put up Christmas lights. EXCEPT, he no longer did this, and neither did any of the other 3 firefighters that we were put in contact with. But.....thankfully, firefighter Aaron Sawyer

answered his phone that day around 12:00 noon. His response was not "if" he would help us, but "when" he could get here. He came around 1:00pm, and he and his wife were putting the finishing touches on the trees as the patrons arrived at 6:30 that evening.

The event was beautifully lit and we received many compliments on the trees. After the event, the President of the VSC and I went to the fire station to give Aaron some gift cards in appreciation for his help since he refused payment for his time. It turned out that Aaron never mentioned his helping us, and when his Captain received a letter from us telling about what had happened, the Captain made special recognition of Aaron among the fellow firefighters at his station along with a surprise visit from his wife who was made part of the plan. Thank you Aaron Sawyer for answering the call!



Shining Star Christmas Project

It's that time again! The Volunteer Services Council will once again sponsor the Shining Star Christmas Project. Area banks are opening their doors and assisting Texas Panhandle Centers and the Volunteer Services Council in meeting the needs of clients this holiday season. The annual Shining Star Christmas Tree Project will begin this month when paper ornaments listing the needs of clients will be placed at participating area bank locations.

There will also be an ornament tree located in the lobby of TPC's Administration Building located at 901 Wallace Blvd. For more information or to help with this project contact Bonnie at 351.3284.





TPC Health Fair 2011

Pictures taken by Sandy Skelton





Happy Holidays !



The Board of Trustees and Executive Management Team of TPC are pleased to present employees with a holiday gift. Semi-boneless, spiral sliced hams will be delivered to the following locations on the following dates:

Polk/Taylor:	12/5/2011	3:30 p.m. - 4:15 p.m.
Wallace Blvd:	12/5/2011	4:00 p.m. - 4:30 p.m.
ASCI Amarillo:	12/6/2011	3:45 p.m. - 4:00 p.m.
PHP:	12/6/2011	During regular mail deliveries
Tyler Street:	12/6/2011	During regular mail deliveries
ECI:	12/7/2011	11:00 a.m.

All Regional Sites: Schedule through your respective supervisor

Group Home Staff: May pick up hams during the day at any of the above designated times or from the Purchasing Department starting on December 6th.

Please note: Each employee will be issued a card which is to be signed and presented at the time the ham is delivered or picked up.

November is American Diabetes Month

Nearly 26 million Americans are living with diabetes, but it seems that the rest of us think it's just "someone else's problem."

That's not so for another 79 million Americans who are at risk for developing type 2. Many have diabetes, or pre-diabetes, now and don't know it.

Within the next decade, the Centers for Disease Control and Prevention predict that the number of Americans with diabetes will double or triple.

Risk factors include: Being age 45 or older;

having a parent, brother or sister with type 2; being overweight; and not being physically active several days a week.



People in certain groups have a higher risk, including African Americans, Hispanics, American Indians, and some Asians and Pacific Islanders.

You can't change your age, family history, racial or ethnic group. But working to reduce body weight and increase exercise is even more important if you are in one of these

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groups.

For everyone, being overweight or obese significantly raises the risk of developing type 2. Even losing seven to ten pounds can improve your outlook. You can get serious about preventing diabetes by losing weight and starting an exercise program.

Research shows that type 2 can be prevented entirely, or it can at least be delayed for years.

If you already have diabetes:

Managing your disease can lower your risk

of kidney failure, heart disease, stroke, blindness and amputations.

- ♦ Follow your doctors' orders. Lose weight and take prescribed medications to lower your blood sugar, blood pressure and cholesterol.
- ♦ Get a flu shot. You are more likely to get pneumonia as a flu complication.
- ♦ Exercise. The CDC recommends 2 hours and 30 minutes a week of moderate activity such as walking or gardening, or 1 hour and 15 minutes each week of vigorous activity such as jogging. Add muscle strengthening activities to your routine.

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***Success is not to be measured by the position someone has reached in life,
but the obstacles he has overcome while trying to succeed.***

Booker T. Washington: scientist

Answer the questions correctly and your name will be entered in a random drawing to be eligible to win a \$25 gift card.

- I. Your heart rate and blood pressure drops after how long after quitting smoking?
- II. Who is the White Hat Award recipient for the month of November?
- III. What does HIPAA stand for?



Submit your answers to joyce.lopez@txpan.org. Deadline for responses is the 5th of the following month. You must type "Monthly Drawing" in the email subject line to be eligible. For those that do not have a computer, entries may be submitted via interoffice mail. The same requirements apply for hard copy submissions.

Welcome these New Employees...

Susan Bowers	Service Coordination - Children's Services
Tarika Harper	Wayne Group Home
Joaenea Horn	Carlton Group Home
Robert Mitchell	Club Meadows Group Home
Tousha Barnes	Veteran's Services
Wilma Valdez	IDD Nursing
Janie Bixby	Community Living
Mandy Hernandez	ASCI Borger



The following employees were recognized through the Performance Enhancement Program for one or more of the following: Core Competencies, Safety, Critical Thinking, Communication, Client Rights, Continuous Quality Improvement, Professional Behavior, Customer Service:

Don Newsom, Chief Financial Officer

Loyalty runs High

Texas vs. OU



Left to right from photo: Kathy Jensen, Linda Thomas, Norma Sloan and Mary Williams

White Hat Award



The IDD Service Coordination Department would like to present this month's What Hat Award to **Mellisa Talley, Information Services Director**. Our department has undergone some recent changes that require keeping track of various contacts with clients and other involved team members. Mellisa was instrumental in creating a new report that has assisted this department greatly. The report is accurate, easily assessable and user friendly. Thank you Mellisa. We appreciate you.

Sharon Guinn for IDD Service Coordination

HIPAA SECURITY

Mellisa Talley, Director, Information Services

What is HIPAA?

HIPAA stands for the Health Insurance Portability and Accountability Act, this federal law imposes several requirements in which ensures that PHI is maintained in a way that protects the availability, integrity and confidentiality of these PHI records.



- ◆ NEVER Share your Password.

When away from your computer, lock it! (Press Ctrl + ALT + Delete, and then click **Lock Computer**)

- ◆ BE CAREFUL WITH EMAILS, when emailing PHI to people outside of the agency be sure to put a password on it.

What is PHI?

PHI stands for Personal Health Information; our goal is to limit access to our client's PHI as much as possible, some examples of PHI Include:

- ⇒ Medical Charts
- ⇒ Billing Information
- ⇒ X-Rays and Films
- ⇒ Lab Test Results
- ⇒ Names / Addresses
- ⇒ Phone Numbers
- ⇒ Social Security #
- ⇒ Photos
- ⇒ DOB
- ⇒ Etc.



- ◆ When printing PHI be sure to pick it up as soon as it prints.
- ◆ Position your monitor where it cannot be easily seen by visitors or clients.
- ◆ Report anything suspicious to the Help-desk immediately! Call 351-3201 (Most Staff have this on their speed dial)

Laptop Tips:

When parking or leaving your laptop in the car, place it under a seat, preferably in a trunk, where it cannot be easily seen.

When your going to be away from your office with your laptop in it, lock your office.

Do not let anyone besides yourself or support staff use your laptop when out of the office. (Family, friends, etc.)

We all want to keep our client's PHI as secure as possible, here are some helpful computer tips to prevent PHI from getting into the wrong hands:

Articles, or suggestions for this publication may be submitted by the 1st of each month to:

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