



Here's What's Happening...

TEXAS PANHANDLE CENTERS

901 WALLACE BLVD. AMARILLO, TEXAS

www.texaspanhandlecenters.org

September 2012, Volume IX, Issue 9

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Serving the citizens of:

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Ochiltree, Oldham, Potter,
Randall, Roberts, Sherman,
and Wheeler counties

COMING SOON – Electronic Time-Keeping, Payroll and Human Resources System

ADP, an international payroll company, and Texas Panhandle Centers have worked together for the past three months in preparation for implementing a sophisticated system in which “time-keeping, payroll and human resources” functions will be electronically integrated. This web-based, highly confidential system will eliminate redundant tasks, reduce the potential for errors and, as a result, will optimize overall productivity.



Our goal is to “go live” with the program during the first pay period in October (September 22 – October 5); consequently, all employees will be paid by ADP in the future and the method of payment will be the same as it is now – electronically deposited in your bank account.

Employees will be able to access the program via computer or phone to 1) complete time sheets/cards 2) enroll in or change benefits information 2) make changes related to life events such as moving or having a baby 3) view pay statements and W-2 information 4) change W-4 tax information 5) view retirement accounts 6) view the company directory, and much more.

Supervisors will be able to review and approve time sheets/cards, approve employee vacation requests, conduct performance reviews, disseminate vital information as needed, etc.

Additionally, TPC will have its own intranet site for communicating accurate and timely information to employees such as news and announcements, policies and procedures, and other critical information.

Getting used to this new way of doing things will take some time (e.g. 2-3 pay periods for time-keeping) so we ask for your understanding and patience until such time that everything becomes routine and we all begin to enjoy the program's numerous benefits.



Senior Adult Mental Health Summit

October 4, 2012

"In a League of Their Own"



Overview:

Designed to provide professionals and caregivers working with senior adults age 55 and over with the latest information in management of mental health including assessment, therapeutic interventions, treatment, and ethical considerations.

Audience:

Nurses, educators, social workers, LPCs, LMFTs, psychologists, behavioral/mental health professionals, long-term care staff, students, caregivers.

Location:

Amarillo College Polk Street Campus
1314 S. Polk Street
Amarillo, Texas

Time:

8:00 a.m. — 4:30 p.m.
(Registration begins at 7:30 a.m.)

Cost: (Lunch included)

\$35.00 per person
\$20.00 for students

Continuing Education Credits:

Nursing Contact Hours: 7.0
Social Work, LPC, LMFT, Psychologist CEUs: 0.7

Amarillo College Center for Continuing Healthcare Education is an approved provider of continuing nursing education by the Texas Nurses Association, an accredited approver by the American Nurses Credentialing Center's Commission on Accreditation.

Amarillo College is an approved provider through the Texas State Board of Social Workers and provides CEUs for Social Workers. Amarillo College provides continuing education for Licensed Professional Counselors, Licensed Marriage Family Therapists and Psychologists.

Registration Contact:

Karen Russell
Panhandle AHEC
Mailing Address:
WTAMU Box 61003
Canyon, TX 79016
Office: 806-651-3482
Fax: 806-651-3489
Email: krussell@mail.wtamu.edu

For Additional Conference Information:

Christy Ford
Allegiance Behavioral Health of Plainview
Office: 806-296-9191 or Email: cford@ahmgt.com

For Sponsorship or Exhibitor Opportunities:

806-651-3482 or krussell@mail.wtamu.edu



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Senior Adult Mental Health Summit
October 4, 2012 — Agenda & Speakers

7:30 a.m.	Registration
8:00—9:00	Uncle Sam Wants You: Safety & Mental Health Cpl. Shane Crafton & Ofc. Chaz Williams <i>Amarillo Police Department</i> <i>Crisis Intervention Team</i>
9:00—10:00	The Iron Curtain: Depression & Suicide Prevention Glenn Hoffman, LPC-S <i>Chief Executive Officer</i> <i>Allegiance Behavioral Health of Plainview</i>
10:00—10:15	Break
10:15—11:45	D-Day: Mental Health, Dementia & the Aging Process Dr. Victor Gutierrez <i>Medical Director</i> <i>Allegiance Behavioral Health of Plainview</i>
11:45—12:45 p.m.	Lunch <i>(Provided)</i>
12:45—2:15	American Bandstand Presents: Creativity, Validation & Other Effective Therapeutic Interventions for Everyday Use Christy Ford, MA, LPC <i>Community Educator</i> <i>Allegiance Behavioral Health of Plainview</i>
2:15—2:30	Break
2:30—3:30	Civil Rights Movement: Legal Rights & Responsibilities Susan Hammett, LBSW <i>Adult Protective Services—DADS</i>
3:30—4:30	To the Moon: Caregiver Stress & Burnout Prevention Sherry Bustin, LPC <i>Vice President</i> <i>Allegiance Behavioral Health</i>

Did You Know?

A "Did You Know" section will be featured regularly in an effort to inform and educate employees of policies, procedures or news of importance.

Did you know that an employee may hold another position of employment outside of TPC provided that, in the opinion of the appropriate Executive Manager, the additional employment does not cause a conflict of interest or prevent the satisfactory performance of his/her duties and responsibilities for TPC?

If the additional employment is connected with the judicial or legislative branch of the government, the matter shall be referred to the Director of Human Resources and the appropriate Executive Manager for an opinion on the questions of whether such additional employment is legally authorized.

Additional employment requests other than for private practice shall be in memorandum form and submitted to the employee's immediate supervisor, who in turn requests approval from the appropriate Executive Manager. The Executive Director shall always be kept informed of all requests. All approved requests shall be kept in the respective personnel file.

Private Practice

Those employees of TPC may engage in private practice as long as:

- Outside employment does not conflict with an employee's current TPC job duties or job description.
- Such practice does not impede a clinician's ability to completely fulfill his TPC



job duties; consequently, any private practice could take place only outside of normal working hours.

- Unique to the region are those clinicians hired to serve all generic referrals (priority and non-priority populations). Such clinicians may maintain a private practice as long as referrals to that practice (from counties supporting TPC) do not come through the local satellite clinic. An employee is prohibited from referring to his or her private practice.
- Any employee may not use a TPC facility for the purpose of conducting a private practice.
- Consultation and education activities related to TPC business (conducting seminars, workshop, or giving speeches) fall under the purview of TPC; therefore, any fees or honorariums for such activities should go to TPC. Should an employee conduct consultation and educational activities related to services not typically provided by TPC, he/she may keep any fees or honorariums, provided the service is not conducted during regular work hours.

Any clinical or professional employee desiring to engage in private practice shall first submit a request in writing to his/her supervisor, the Executive Manager and Executive Director. All approved requests shall be kept in their respective personnel file.

National Suicide Prevention Awareness Month

Source: National Institute for Mental Health, U.S Department of Health & Human Services

Suicide in America

Suicide is a major public health concern. Around 30,000 people die by suicide each year in the United States. More people die by suicide each year than by homicide.



What about children?

Children and young people are at risk for suicide. Year after year, suicide remains one of the top three leading causes of death for young people ages 15-24.

What about older adults?

Older adults are at risk for suicide, too. In fact white males age 85 and older consistently have the highest suicide rate than any other age and ethnic group.

What about different ethnic groups?

Among ethnicities, American Indians and Alaska Natives tend to have the highest rate of suicides followed by non-Hispanic Whites. Hispanics tend to have the lowest rate of suicides, while African Americans tend to have the second lowest rate.

How can suicide be prevented?

Effective suicide prevention is based on sound research. Programs that work take into account people's risk factors and promote interventions that are appropriate to specific groups of people. For example, research has shown that mental and substance abuse disorders are risk factors for suicide. Therefore, many programs focus on treating these disorders in addition to addressing suicide risk specifically.

Psychotherapy, or "talk therapy," can effectively reduce suicide risk. One type is called cognitive behavioral therapy (CBT). CBT can help people learn new ways of dealing with stressful experiences by training them to consider alternative actions when thought of suicide arise.

What should I do if someone I know is considering suicide?

If you know someone who is considering suicide, do not leave them alone. Try to get them to seek immediate help from their doctor or the nearest hospital emergency room, or call 911. Remove any access they have to firearms or other potential tools for suicide, including medications.

Call the toll –free National Suicide Prevention Lifeline at 1-800-273-TALK (8255), available 24 hours a day, 7 days a week. The service is available to anyone. All calls are confidential.

Suicide is tragic. But it is often preventable. Knowing the risk factors for suicide and who is at risk can help reduce the suicide rate.

Who is at risk for suicide?

Suicide does not discriminate. People of all genders, ages, and ethnicities are at risk for suicide. But people most at risk tend to share certain characteristics. The main risk factors for suicide are:

- Depression, other mental disorders, or substance abuse disorder
- A prior suicide attempt
- Family history of a mental disorder or substance abuse
- Family history of suicide
- Family violence, including physical or sexual abuse
- Having guns or other firearms in the home
- Incarceration, being in prison or jail
- Being exposed to others' suicidal behavior, such as that of family members, peers, or media figures

The risk for suicidal behavior also associated with changes in brain chemicals neurotransmitters, including serotonin, which is also associated with depression. Lower levels of serotonin have been found in the brains of people with a history of suicide attempts.

Many people have some of these risk factors but do not attempt suicide. Suicide is not a normal response to stress. It is however, a sign of extreme distress, not a harmless bid for attention.

What about gender?

Men are more likely to die by suicide than women, but women are more likely to attempt suicide. Men are more likely to use deadlier methods such as firearms or suffocation. Women are more likely than men to attempt suicide by poisoning.

WEST NILE VIRUS IN TEXAS



The West Nile virus is a mosquito-borne illness. Up to 80 percent of people infected with West Nile virus will have no symptoms and will recover on their own, however, some cases can cause serious illness or death.

People over 50 and those with weakened immune systems are at higher risk of becoming ill if they become infected with the virus.

Your best defense is to practice these habits, known as the "Four Ds":

1. Use insect repellent containing **DEET**, picaridin or oil of lemon eucalyptus.
2. **Dress** in long sleeves and long pants when you are outside.
3. Stay indoors at **dusk and dawn**, when mosquitoes are most active.
4. **Drain** standing water where mosquitoes breed. Common breeding sites include old tires, flowerpots and clogged rain gutters.



As of September 10th, 43 persons in Texas have died due to the West Nile virus this year. Because symptoms of West Nile virus can take two weeks to appear. Dr. Lyle Petersen of the Centers for Disease Control and Prevention said, "Even if West Nile virus transmissions were to stop today, we would continue to see reports of cases for several weeks."

To learn more visit the Texas Department of State Health Services website: www.dshs.state.tx.us

Breakfast gets your metabolism going



There is a lot you can do to increase the number of calories you burn during the day.

Leaving for work on an empty stomach puts your metabolism on hold by sending it the message to save energy in case another meal doesn't arrive.

Breakfast signals the metabolism to burn calories and produce energy, which is what you need in the a.m.

Baby News...



Brytany Wynne of IDD Service Coordination gave birth to a 7lb 19.5" baby girl on Thursday, August 16th. Her name is Adrianys Braden Wynne. This is her first and both mother and daughter are doing well.



Congratulations!

Cindy Pulse, IDD Consumer Benefits, 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!

Employee Recognition

Judge Willis Smith, Chair, recognized the following employees for twenty (20) years of service. They were awarded a plaque, gift card and a day off.

- ♦ Bob Yung, Financial Services
- ♦ Vicki Campbell, MH Service Coordination Department (*not present*)

Congratulations!



Trustee Recognition

Bud Schertler, Executive Director, recognized Janis Robinson, Secretary/Treasurer of the Board, for ten (10) years of service to the Board and TPC. She was presented with a plaque and thanked for her valued service.

Thank you Janis!

Consumer Benefits Certification

Congratulations to **Marion Thompson, MH Consumer Benefits**, for passing the Consumer Benefits test which she took at the Area Agency on Aging (AAA). The certification allows for more involvement with the Texas Legal Services Centers which in turn helps Marion to better serve clients.

Thank you Marion for *Making Lives Better* for those you serve!



Committee Chairs and Secretaries:

Remember to submit any minutes and associated attachments from your committee meetings to Donald Newsome, Quality Management Department, within 14 days of the meeting.

Congratulations!

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:

Paul Brown, STAR Program

Reminder to supervisors: If you would like employees recognized through PEP in the newsletter, submit the PEP (or a copy) to the respective executive manager for approval.



White Hat Award

While discussing our monthly “White Hat Award”, the Service Coordination Department became animated and there were many stories of the positive role **Susan Kitchens, Client Rights**, plays in this organization. The department gladly presents the white hat award to her. Part of that discussion was as follows: “She is the perfect neutral party”. “She makes everyone feel comfortable.” “She goes over and above” for clients, their loved ones, and service coordinators. Recently, she went to court on behalf of a client, which her job did not require her to do. She speaks kindly to everyone, even strangers in the hallways. Thank you Susan for making the lives of everyone you meet better.

Sharon Guinn, for IDD Service Coordination

Welcome these New Employees...

Kathryn Anderson
Erica Bandera
Naish Hall
Francis Jabbie
Stephanie Martin
Leticia Johnson
Antar Outley
Susan Ross
Kathleen Thompson
Caroline Titus

Browning Group Home
Data Management
Community Living
Club Meadows Group Home
Browning Group Home
ECI
IDD Service Coordination
IDD Service Coordination
IDD Service Coordination
Human Resources



Thinking About Becoming an Ex (smoker)?

becomeanex.org

This is the sixth article in a series of articles featured to help those wanting to kick the habit.

Keeping off Weight Gain When Quitting Smoking

Many people who've quit smoking have told us that their brains sometimes confused nicotine cravings with a feeling of hunger, so they snacked a lot at first. Well, obviously, exercise can help you fight weight gain, but so can eating right. Here are some ideas on how to do that. You can talk to your doctor for other ideas. And many of the members in the EX Community are sharing information on how they quit smoking without gaining weight.



- ♦ Drink lots of water to keep you feeling full.
- ♦ Snack on as many fruits and veggies as you want.
- ♦ If you want something crunchy, reach for baby carrots, an apple, low-fat popcorn or crackers. Choose low-fat or fat-free dairy products.
- ♦ Keep your mouth busy by chewing sugar free gum.
- ♦ Keep your hands busy with something besides food.
- ♦ Avoid alcohol. It's a major smoking trigger, and many drinks are loaded with calories.
- ♦ Remember to reward yourself once in a while. There are many low-calorie desserts at your grocery store. Indulge but in small portions.

TPC goes tobacco free November 15, 2012

As part of the Tobacco Free Campus initiative, we invite clients and staff to create posters that promote healthy tobacco free lifestyles.

These posters may be exhibited at different locations throughout the Center

Tobacco Free Poster Submission Criteria:

- Open to all staff and clients.
- Posters should incorporate creative and original artwork and ideas.
- Posters should deliver a clear and positive message about being tobacco-free.
- If you want to write your name on the poster, please use only first name or initials.
- Posters should be on poster board size (11"x14") or (22" x 28")
- May use a variety of media, such as watercolor, pen and ink, crayon, chalk, markers, etc.



- Posters will be utilized in different areas around the Center to educate about dangers of tobacco use and publicize the Center going tobacco free.
- Your poster may be reproduced or reprinted.



Deadline for submission - September 31, 2012

You can pick up poster board from:

- ⇒ Sara Randolph: Building 503 on the Wallace Campus
- ⇒ Tameka Thompson at the Polk Street location
- ⇒ Libby Moore at the Taylor location.

Medicare Options for Seniors

Check Medicare Options October 15 - December 7



If you are 65 or over, you have many choices for filling the gaps in Medicare during open-enrollment season. It runs from October 15 to December 7.

You can choose either Medicare Part D drug coverage to supplement your medigap policy. Or you can choose a Medicare Advantage policy that covers both medical and prescription-drug costs. Either decision locks them in for a year.

Medicare's Plan Finder (www.medicare.gov/find-a-plan) can help you find the best deal. Type in your ZIP code and your drugs and dosages. The tool shows how much you'd pay over a year including out-of-pocket costs, premiums and co-payments.

You can also put in your general medical condition to compare coverage and costs for the Medicare Advantage plans in your area (called Medicare Health Plans).



Mark Your Calendars!



TPC's Health Fair Friday, October 26th



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

1. TPC is implementing a new _____, Payroll and Human Resources System.
2. The Senior Adult Mental Health Summit is scheduled for _____.
3. Committee Chairs/Secretaries have ___ days to submit any minutes or associated attachments to Donald Newsome in QM.



[Submit your answers to joyce.lopez@txpan.org](mailto: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.