

Willowglen Academy



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From the Executive Director's Desk

January 2015

As we start the new year, I am reflective of the year that has passed and the new one ahead of us. The year 2014 brought some changes to our agency, with the most significant change being the renovation, licensing and opening of the Washington Group Home. We applied for a DCFS license for Washington which was granted, thus giving Willowglen five nine-bed DCFS licensed Children's Group Homes and five eight bed CILA licensed Adult Group Homes. Our Outreach and Admission Team (ORAT) was very busy doing pre-placement interviews, pre-admission paperwork and then admitting eleven individuals to our C/A program and two individuals to our CILA program in the last half of 2014. I anticipate that any available bed space we have will be filled before the end of this year. With the increase in our residential census, our school and DT census also increases and we are looking at making some changes in both areas to accommodate the census change.

This year we will be implementing *Afficere*, which is an electronic health systems program. Each Willowglen program area will have a laptop computer with which to do all documentation. All Willowglen staff will receive training on how to use the *Afficere* system. The roll out of the *Afficere* program has just begun with the LaSalle Group Home being the first program. With any new system or major change to our systems, there can be expected some glitches. However, since *Afficere* has been installed and used in other PCS subsidiaries, problems that arise should be easily addressed. Once we are fully up and operational at all Willowglen program sites, we will be moving to an electronic time card system wherein each employee will clock in his/her time on a computer, and the computer program will calculate the work time, rather than the supervisors doing it manually as it is now.

There is much to look forward to this year and I am forever grateful to all of our employees who continue to follow our CEM –“Safety, Hope, Trust and Opportunity”.

With Much Appreciation,

Betty Kinard





Anniversaries

July

Alassoli, Phyllis "Gina"	1 year
Euell, Anita	1 year
Gitz, Jennifer	3 years
Heller, David A	6 years
Patrick, Tasha	3 years
Smeathers, Linda	1 year
Trainor, Neal	2 years

August

Cusimano, Samantha	3 years
Fane, Sheila	4 years
Jensen, Kaylee	1 year
Liburd, Melvina	2 years
Reinhardt, Danielle	1 year

September

Bismark-Stott, Kelly F	8 years
Brown, Edwina	1 year
Canier, Patricia	12 years
Euells, Susan	12 years
Graves, Ashley	1 year
Howe, Tammy	3 years
Ishmon, Quayvashia	1 year
Jackson, Patricia A	12 years
Johnston, Maria T	12 years
Jones, Jessica	3 years
Lake, Dennis A	12 years
Lott, Carrie	3 years
Mielke, Elizabeth	3 years
Rummel, S. Liz	4 years
Smull, Rose L	12 years
Snetcher, Geneva E	10 years
Wheeler, William "Fred"	1 year

Happy Anniversary

October

Boggess, Mishea	8 years
Kruger, Ricky	3 years
Liburd, Rupert John	1 year
Riem, Nancy	1 year

November

Green, Lezzette M	12 years
Robertson, Jessica	3 year
Schlueter, Donald	5 years
Schrader, Rori	1 year
Stidmon, Khalida	1 year
Welch, Steven	6 years
Young, Michelle	7 years

December

Brown, Zinanta	3 years
Burnside, Millie	12 years
Davis, George W.	12 years
Gale, Toni	1 year
Herrmann, Zeida R	12 years
Johnson, Chantelle	1 year
Petran, Sandra B	12 years
Plum Jennifer	1 year
Williams, Michael	2 years
Wilson, Jr. Cluria	2 years
Yates, Stalena M	9 years





Greetings from the HR Department

When a staff member is seen doing something above and beyond at Willowglen-IL we present them with a “You’ve been Caught” card. This is a small gesture that lets the staff know we appreciate them going the extra mile. Below is the number of “You’ve been Caught” cards given out for the 2014 year, listed by month.

You’ve been Caught....			
January	9	July	0
February	9	August	9
March	2	September	3
April	9	October	3
May	3	November	3
June	3	December	3

We would also like to announce the staff that were chosen as “Employee of the Month” in the year 2014. There were numerous staff to pick from within each month. The management team reviews the nominations and together choose the staff to be “Employee of the Month”. We encourage you all to nominate a staff each month. There is a nomination box located by the time clock in the main office.

- | | |
|-----------------------|-----------------------|
| January—Kimberly Josh | July—Pat Canier |
| February—Pat Jackson | August—Liz Rummel |
| March—Susan Euells | September—N/A |
| April—Roger Johnson | October—Andy Miller |
| May—Shyanne Driver | November—N/A |
| June—Amoni Grayson | December—Susan Burrow |





Medication Administration

(Check the MAR)

Error free medication administration is one of the many ways we can provide our consumers with the optimum consumer experience that our facility is striving to achieve. During the initial training of new employees, the procedures for safely administering medications to the consumers that we provide care for are addressed through Department of Human Services Rule 116 education. During the annual recertification training, the types and trends of medication errors that are occurring within the facility are reviewed and training is provided utilizing best practice standards in administering medications.

The Medication Administration Record (MAR) specifically lists *all* the medications that a consumer is to be given; the medication name, form, dosage, route, time to be given, as well as the name of the prescriber and the desired purpose of the medication for a consumer. The oral tablets and capsules are typically supplied in bubble-paks that list the consumer name, date and time, and medications within the bubble-pak. Other medications may be in bulk form such as tooth paste, laxative powders, medicated lotions, creams and ointments and select over-the-counter (OTC) medications.

Rule 116 states that *“a medication error is the administration of medication other than as prescribed resulting in the wrong medication being taken, or medication being taken at the wrong time, or in the wrong dosage, or via the wrong route, or by the wrong person, or omitted entirely. It is meant to include a lack of documentation of medication administration or any error in that documentation.”* It is the responsibility of the ADSP (*authorized direct service provider*) to comply with the above guidelines when administering medications to our consumers.

We provide care to those who cannot care for themselves. We have been placed in a position of trust by our consumers, their guardians, State Regulatory Agencies and society to provide appropriate care to the developmentally disabled. Every interaction we have with our consumers has the potential to improve their life outcome and medication administration excellence is one of the pillars that can improve their life experience. We are here to provide our consumers with: Safety, Hope, Trust and Opportunity.

David Heller RN



Welcome a new member to the Clinical Team

Hello, my name is Amber Baatz, I am a graduate from Eastern Illinois University. I am married and currently do not have any children yet. I have been married for almost 2 years. I live in Freeport with my husband and two dogs named Donnie and Eli. I enjoy spending time with my husband as well as my dogs while relaxing watching movies and enjoying each others company. I have a lot of experience and enjoy learning and working with people. I was a foster care caseworker for 4 1/2 years before coming to Willowglen. I look forward to working and gaining knowledge from everyone at Willowglen.



Safety

Here at WGA-IL we work hard to ensure safety is at the top of Staffs' minds. Last year, WGA-IL implemented a safety tip of the week. Every Monday morning, during the Administrator On Call Handoff Meeting, the Management Team picks a weekly safety tip. The safety tip is then hung throughout the Administrative Building and distributed to the Group Homes. In the afternoon, when Rori, Administrative Assistant, completes her daily schedule check calls to the Group Home, she reminds the Staff to be on the lookout for any potential trip, slips or fall hazards.

Below are a few of winter driving tips from AAA (<http://exchange.aaa.com/safety/roadway-safety/winter-driving-tips/>)

- * Avoid driving while you are fatigued. Getting the proper amount of rest before taking on winter weather task reduces driving risks.
- * Never warm up a vehicle in an enclosed area, such as a garage.
- * Make certain your tires are properly inflated
- * Never mix radial tires with other types of tires
- * Keep your gas tank at least half full to avoid gas line freeze up.
- * Do not use cruise control when driving on any slippery surface (Wet, ice, sand).

The WGA-IL QA Department has been very active so far this year. The Therapeutic Environment Audits have been completed. Internal Requirement Audits are currently in process.

The Referral and Admission Team is still busy working to get the remaining open beds filled. Currently, there are openings in the CILA and Child and Adolescent Program but the beds are filling quickly. In 2014, 2 external CILA admissions occurred. The Children and Adolescent Program saw 10 external admissions. WGA-IL hopes to be able to report full capacity very soon!

Kelly Bismark-Stott
Manager of Quality Assurance, Data Management and Risk Management
Member Referral and Admission Team



Think you know Everything?

1. Rubber bands last longer when refrigerated.
2. A shark is the only fish that can blink with both eyes.
3. Two-thirds of the world's eggplant is grown in New Jersey
4. There is no word in the English language that rhymes with month, orange, silver, or purple.
5. All 50 states are listed across the top of the Lincoln Memorial on the back of the \$5 bill.
6. Maine is the only state whose name is just one syllable.
7. A cat has 32 muscles in each ear.
8. Almonds are a member of the peach family.
9. An ostrich's eye is bigger than its brain.
10. There are more chicken than people in the world.



Veteran Day and Flag Pole Dedication

On November 4, 2014 Willowglen-IL dedicated their flag pole that was recently installed by staff and clients. Approximately 75 veterans, first responders, elected officials, and member of the chamber of commerce participated in the event. The students recited the Pledge of Allegiance as the flag was raised. The chorus sang a few patriotic songs as rockets were shot through the air. The event was memorable and moving!



Consumer Corner

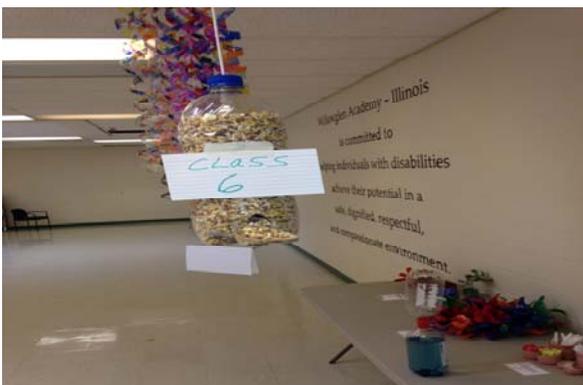
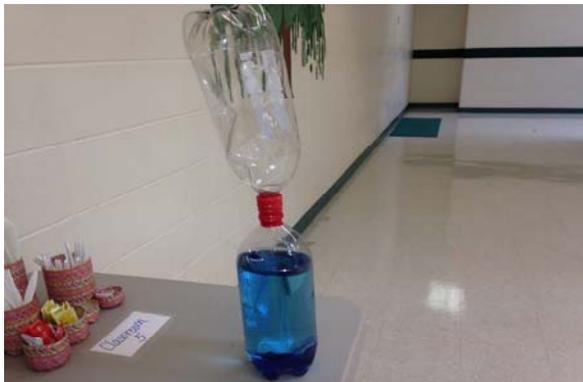
Hi my Name is Stephanie and I am a student here at Willowglen-IL Academy. As a student here at Willowglen I enjoy many things throughout the day. I very much like helping out my teacher, Ms. Sam, in the classroom. After I finish my classwork I enjoy playing with my doll, coloring, and drawing pictures. We go to the YMCA at least once a week to swim or play basketball in the gym. I started working on vocational everyday of the week. I have a "Job Smart" workbook and enjoy working with mechanical science models. I also do light housekeeping work in the front office as part of my vocational training. My favorite sports and games are football and kickball and my favorite color is hot pink. I drew a picture for the newsletter for you to enjoy.



School Recycling Program

The students and staff of Willowglen are involved in a weekly recycling program which includes plastic water bottles, cans, cardboard, and newspapers. These items are collected during the week in each classroom and then once each week classroom one collects and sorts all the recycled items and then takes the items to a local recycling center.

One of our teachers, Ms. Samantha, created a mobile using recycled plastic water bottles. She painted them using a variety of bright colors and then cut them circular from the bottom to the top then hung on a clothes hanger. The idea was then born for each class to create something that could be used from the recycled water bottles. A bouquet of flowers was created, a picnic set to hold napkins, silverware, and condiments, a bird feeder, Christmas ornaments, a tornado for a science experiment and a child's play boat. The students greatly enjoyed these projects. Each of the items created were on a display for all to see and enjoy.





PRINCIPAL'S CORNER

Second Semester has started and we have a full agenda already made up until graduation which is scheduled for June 25, 2015 at 10:00am in our cafeteria. We will graduate 6 students at this time. The month of January the classrooms have been focusing on different countries and cultures. Each room was given a country to research, from there they drew a map, a flag, studied the language, listed facts and will make a desert from that country to share with another classroom.

In February we will celebrate Black History month. Every day the students will read, during lunch time, a quote or fact of a famous Black Individual. Our calendar in the cafeteria will be decorated to honor famous Black Americans.

Also in February, the 3rd annual Willow Wood Derby will be held on February 26th. Each student will compete, there will an awards given to the students for design, color, uniqueness and speed. Racing will start at 1:00 and parents are welcome to attend.

Our Library has continued to grow and with our participation in the Scholastic Book Club we are able to earn free books each time we order. We continue to read to the student's daily and buying books at the student's lexil level and of course their interest level.

March 26th will be the Willowglen Science Fair. The scale model of the solar system is finished and looks great. Each class will have displays set up of various science projects that they have been working on. There will be a public viewing from 1:00 to 2:15pm. Rockets will be launched at 1:30 in the playground area.

As you can see we have a lot going on and we continue to teach and engage the students and of course have a lot of fun.



From all of us to all of you **THANK YOU** for everything you do! We would not be able to provide the high level of care to our consumers if it were not for all of you. Again thank you all!!!