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GROUP HOME SERVICES



Submitted by Sheila O'Dell

Recently an incident occurred that reaffirmed the need for all staff members to pay attention to the smaller details of our work. Some overlooked errors can end up causing a lot of extra work for people from the group home up through management. What may be minor mistakes could result in days of re-working paperwork.

Of course, mistakes happen, but it is so important in this field, with the state and federal regulations, to have a safety net to catch those mistakes. This requires everyone to be responsible for checking for those small details like initials in the medication books, a receipt for a purchase or filling out incident reports, etc. It is vital to the success of each home that everyone is looking out for each other not only the consumers. Of course, we systematically set up safety nets like the program status reports, but that too is only a spot check and is not fool proof.

This means good teamwork and a team that is comfortable enough to go to each other when something is missing or not documented. With this type of team, it is far more likely that those small details are not overlooked and, in the long run, makes a better environment for the people we support. When we don't have to go back and try to figure out whether someone got their medication or why someone's financials don't balance, we have more time for active treatment and teaching opportunities for those we support.

“Coming together is a beginning. Keeping together is progress. Working together is success.”

~ Henry Ford

From the H.E.R.O.S. committee:

Submitted by Traci Hardesty

The TALENT SHOW is scheduled for April 5th. If interested in participating or helping, please contact Traci at the office at 219-662-1905 ext. 322. Also, we will be selling baked goods again, so please plan ahead on what you'd like to donate for our sale. Thanks in advance for your cooperation and delicious goodies.

See **YOU** there!!

SUPPORTED SERVICES



February Supported Services Employee of the Month

Submitted by Emerson Caress

She has always been a team player and shown great leadership abilities. She takes charge in the absence of the supervisor. She makes sure that everyone is informed about anything dealing with the consumers assigned to her; making sure the consumer's workplace is informed of absences, making and attending doctor appointments, informing her peers of medication and schedule changes.

She helps her fellow staff to make sure no mistakes have been made, and if so, she brings it to their attention immediately using her "sticky notes"☺. Sometimes staff takes offense to this, but time and again she has insured that the consumers are properly taken care of and prevented staff from making mistakes which might lead to disciplinary actions. She is dependable and works very hard for her consumers and her team.

That's why February's Employee of the Month is...

Jelina Dow!

The Supported Services Employee of the Month receives an In-Pact Entertainment Book worth hundreds of dollars in discounts at local establishments! As an added bonus, three of the Supported Services' Employees of the Month for this calendar year may attend the IN-ARF conference in Indianapolis next spring.

COMMUNITY RESOURCES

Submitted by Heather Chopps



In case you didn't notice we were formerly known as **Employment Services**. But that's all that has changed. We still have the same great staff with and service is always outstanding. In addition to supported employment, we added a volunteer program and soon will be starting a community learning program.

Submitted by John Wilson

As the winds of winter blow through the Mega-Thrift, we at the day program can't help but look back at this past summer/fall. There was the fishing derby, guy's verses the ladies, where Christina single handedly beat all the guys. (Although I got the prize for the one that got away because I lost my cell phone in the lake helping Phil pull one in. I decided to leave it there because the fish are making a lot less calls than my wife.) After a day of picnicking and touring the war memorial in Munster, everyone got to sit around and sip frozen drinks in the middle of the street (not literally), when the van broke down. (Terry's to the rescue!) Then there was one of the many parties the day program always seemed to have. (How many other departments celebrated the Hotdog's birthday?) And in between all this, we even got some work done! Many Thanks to all who have made the day program such a great success!

TRAINING CORNER



Submitted by Ruth Fields

Celebrating Disability Awareness Month

Back in November during New Employee Orientation, I met Jennifer Kozub, who was hired into our Community Resource department. During a break, she approached me about public speaking. She told me she does trainings on disability awareness for many schools and gave me some information about her presentation. Jennifer was diagnosed with Cerebral Palsy at age one and has accomplished so much in her life, including earning a Masters Degree in Science.

I became extremely excited about the prospect of having her be part of New Employee Orientation as a speaker and presenting the monthly trainings for Disability Awareness Month. I talked to her about my ideas and she thought that would be great. She told me, "You did a really good job in explaining how to interact with a person with a disability, but I was sitting in class thinking "What does she really know?" I think I appreciated that critique more than almost any other I have received. She is right. I do not know the things she does. So, she became part of New Employee Orientation and will be our guest speaker in March. I have seen Jennifer speak and I truly believe this is one in-service you do not want to miss.

Friendship Union News

The Friendship Union is planning two events for Disability Awareness Month. First, is our art project. We will be meeting at the main office on February 23rd from 1pm-3pm. We will be painting/coloring small wooden blocks that will be put into a bag with a note explaining that we are sharing our art work to promote Disability Awareness Month. It will be the consumer's responsibility to distribute their blocks. They can give them to people they know outside of In-Pact or leave them at places they regularly visit- Dr. office, grocery store, library, etc. We did this a few years back with really good results. We had some of the art blocks displayed at different business. We are inviting all consumers to participate. Please RSVP by February 11th.

We are planning our annual Celebrating Disability Awareness Dance for Friday, March 28th from 6pm-8pm at the main office. We are coordinating with St. Jude House and instead of there being a cost to attend, we are having a non-perishable food drive. There will be a prize for the person who collects the most non-perishable items. Snacks and drinks will be provided.

*February's monthly meeting will be on Tuesday, the 19th 6pm-8pm
March's monthly meeting will be on Tuesday, the 18th 6pm-8pm*

March's Training Opportunities

Tue, the 4th: Management Training on Time Management 10am-12pm

Fri, the 7th: Current Employee Review 9am-3pm

Mon, the 17th: NEO 9am-5pm

Tue, the 18th: NEO 9am-5pm

Wed, the 19th: NEO Crisis Intervention 9am-5pm

Thu, the 20th: NEO Med Core A and B 9am-1pm

Mon, the 24th: Jennifer Kozub presents "Finding Ability within the Disability" 10am-12pm

Tue, the 25th: Jennifer Kozub presents "Finding Ability within the Disability" 5pm-7pm

<u>February's Training Opportunities</u>	
Mon., Feb 11 th :	New Employee Orientation 9 am – 5 pm
Tues., Feb 12 th :	New Employee Orientation 9 am – 5 pm
Wed., Feb 13 th :	New Employee Orientation 9 am – 5 pm
Thurs., Feb 14 th :	Med Core 9 am – 1 pm
Sat., Feb 23 rd :	Current Employee Review 9 am – 3 pm
Mon., Feb 25 th :	Uncovering the Diagnosis of Bipolar 10 am – 12 pm
Tues., Feb 26 th :	Uncovering the Diagnosis of Bipolar 5 pm – 7 pm



TIPS FROM TOM

Submitted by Tom Atchison

TAKE RESPONSIBILITY FOR YOURSELF!

If you were like most teenagers, you couldn't wait to grow up. You wanted the freedom and privileges that come with adulthood just as fast as you could get them. "Treat me like an adult," "Let me come and go as I please," and "You need to let me make my own decisions" were probably just a few of your rallying cries. Right? Sure! That's natural. But then here's what undoubtedly happened: You grew up (age wise, at least) and found that attached to those freedoms and privileges were a ton of responsibilities. There were *more* rules to follow, not less. Suddenly, the rest of the world was holding YOU accountable for your behavior and decisions (instead of those who raised you) – AND STILL IS.

Here's the straight scoop: Unless someone is holding a gun to your head, everything you do in life is your choice. And that's especially true at work. You *choose* how you conduct yourself; you *choose* how you treat others; you *choose* your "attitude," and how you respond to stress and adversity; you *choose* the levels of honesty and integrity that you display. Ultimately, you *choose* whether to take your personal responsibilities seriously or to shirk it like some "deadbeat."

The kicker to remember here is that there are consequences to each choice you (we) make. Bad choices usually have bad ramifications. And blaming others for your poor choices is a waste of time. The "It's someone else's fault!" victim mentality is a sure path to nowhere.

Want to be truly successful? Take responsibility for yourself and your choices. And choose well.

You are what you choose to be!

From the book "Start Right...Stay Right" by Steve Ventura

CONGRATULATIONS DRAWING

Jeanine Wilson won the drawing because in November; she went above and beyond to help out with transporting a consumer to and from his job. In addition, she helped him with medical and personal needs.

HAPPY FEBRUARY BIRTHDAY



Sealan Woods, Keisha Hudgins Chris Fern, Judy Edwards, Mai Pittman, Loretta Crowley, Alicia Spencer, Monique Smith, Lakeisha Thomas, Jennifer Teske, Diane Cardwell, Rose Coy, Caroline Kamau, Sandra Kimbrough, Mikias Agafari, Donna Hickerson, Nthando Mpofu, Arthur Perry, Kim Bandy, Nekesha Lockwood, Gwen Robinson, Brenda Lenoir, David Jimenez, Sherese Harbour, John Mashala, Tina Webb, Tiffany Robinson, Lasagna Ladd, Etta Davis, Quintae Jackson, Norris Wilburn, Tristan VanVoorhis, Harry Turner, Kay Holder, Megan Gearhart, Phillip Mhlanga, Therasa Phillips, Debra Rhone, Raeanne Lindsey, Robert Jackson, Sharon McKay, Erica Brown, Matt Lungwitz, Judy Esther

SHARE IT CORNER



Use your headlights. Most people say after an accident, "I didn't see the other guy." But using your headlights *all the time* will help, but particularly when it is gray, raining, or foggy.

When ordering on-line, many times promo codes are asked for and there are multiple listings at currentcodes.com to use which can save you money.

The Indiana Governor's Planning Council Newsletter mentioned Heating Assistance Resource available through Indiana Housing and Community Development. Call 800-872-0371 or checking the website at www.indianahousing.org to find a local office. Also, following is a form to complete and submit to ARC of Indiana for any folks needing heating assistance.