

Shadowfacts

March 2024

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March's Employee of the Month

Congratulations to Brandy Ashley! With 12 years of experience in the medical field and an Associate's in Medical Assistance, Brandy's dedication in the ID field makes a significant impact on the lives of those she serves. Her passion for integrating individuals into the community ensures they lead fulfilling lives.



Congratulations Brandy!

Manager of the Quarter

We are thrilled to announce that Jessica Appleby has been selected as our Manager of the Quarter!

Stay tuned for the unveiling of the celebratory picture!

Save The Date:
Give Local York is
May 3rd, 2024.

Stay tuned for
additional
information.



All Staff Meeting Mandatory for All Staff

Wednesday April 17, 2024

9am-3pm

Heritage Hills Resort

2700 Mt. Rose Avenue, York PA

Terrace Room

Lunch Included

Please sign up in Relias

You can browse course for "Mandatory All Staff Meeting"

This meeting is mandatory for all staff, with the exception of those who have approved PTO or Leave of Absence, are working direct care hours, or have approval from their department director to miss the meeting.

Welcome to the **Team!**



Travis
Hildebrand
IM Coordinator
Market St.



Marla Hull
DSP-FT
Program 26



Connor Morgan
DSP-FT
Pattison St.



Kimberly Culp-
Henise
Residential
Supervisor



Dawn Conte
Job Coach
Pattison St.



Kenna Cline
Training
Assistant
Tremont St.

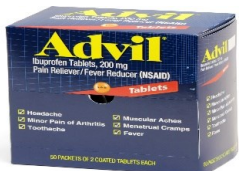
Med Task Force

PRN Medications

Definition: PRN medications are medications that are not required on a regular basis and are often times prescribed by Physicians for acute or intermittent conditions. In other words, medications that are taken as needed.

Common examples: Acetaminophen (Tylenol) and Diphenhydramine (Benadryl), Ibuprofen (Advil, Motrin).

In order to administer PRN medications, the medication must be prescribed by the physician, providing specific instructions on how to administer. In addition, communication must be made to the nurse for approval. Approval **MUST** be given each time the PRN medication is administered.



Training Corner

Reminders:

- Please send all questions or comments to sftraining@shadowfax.org
- Red Cross FA/CPR/AED– New instructions are posted in Bamboo for completing the online portion, and to register for an in-person skills session.
- MANDT training– If you schedule to recertify before your due date, you can sign up for the 3-hour class. If you go past your due date, you will need to attend the full day MANDT class.

Shadowfax Professional Development Credentialing Program

In partnership with the National Alliance for Direct Support Professionals

Congratulations to Brandy Ashley for earning DSP-III certification! Brandy enrolled in the E-Badge Academy in January, and has been consistently earning badges and certifications.

“The NADSP E-Badge program has given me the knowledge and skills needed to better serve the individual’s I support. I love what I do and the ability I have to assist individuals in living a meaningful life, just like you and me!” —Brandy Ashley

Great work, Brandy!

For DSPs and Direct Supervisors of DSPs:

If you have been employed with Shadowfax for 6 months or more, you may be eligible for the Shadowfax Career Ladder Credentialing Program through the NADSP E-Badge Academy!

A professional certification can impact your career as a DSP or Frontline Supervisor. After earning a professional credential, you will benefit from:

- Increased job satisfaction
- Continued education about the field of IDD support
- Hourly rate increases!

Look for information in April and May to learn more! In the meantime, if you have any questions, email elizabethd@shadowfax.org

The Safety Corner

The Safety Committee has secured a \$5,000 safety grant, which will be used to enhance workplace and workshop safety. We're excited to announce that part of this grant has been utilized to install an electric doc plate, eliminating the need for manual lifting of heavy equipment. It's important to note that this grant is awarded annually to members who submit proposals outlining safety improvements, which are then approved by the board at the EMBOLDEN Trust.

Workers Compensation Guide

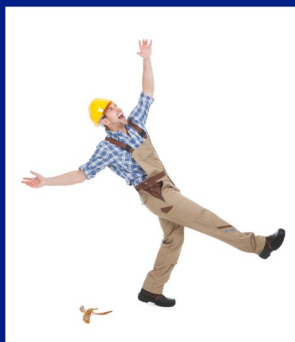
Were you injured on the job? Reporting workers' compensation incidents is critical for your well-being and the smooth functioning of our workplace. Follow the steps below to ensure prompt and effective reporting:

What to do:

1. Notify your supervisor: Inform your immediate supervisor about the incident ASAP. Describe the nature and circumstances of the injury clearly and accurately.
2. Refer to the list of providers on Bamboo under files>staff forms>workers comp packet.
3. Seek Medical Attention (if appropriate).
4. Contact Human Resources 717-854-7742
5. Fill out the Workers Comp Form sent to you by HR within 24 hours.
6. Keep HR and your supervisor informed.

For assistance or further inquires, please contact Bobbi Noga at 717-854-7742 ext. 3150
OR bobbi.noga@shadowfax.org
Secondary contact: Jewel White

717-309-9271



Save the Date!

Race
Against
Racism

April 27,
2024

If you register with Shadowfax, you can earn one of your Lifestyle Improvement Activities for your Wellness Credits (instructions are on Bamboo).

March: Eat to Thrive



How can food improve your mood?

Having the right mix of foods and nutrients may help us fight against stress, anxiety, and depression. While eating healthy can be an overwhelming task for some, experts suggest simply consuming a diet with a wide variety of plant-based foods such as fruits, vegetables, nuts, beans, herbs and whole grains. Below are a few foods to add to your next shopping list for better mental health:

- Omega-3 Fatty Acids
 - Seafood, Nuts and Olive Oil
- Cruciferous Vegetables
 - Broccoli, Cauliflower and Cabbage
- Fermented Foods
 - Yogurt and Sauerkraut
- Spices
 - Cinnamon and Turmeric
- Beans and Leafy Greens
 - Spinach and Swiss Chard

Challenge yourself next month: Research suggests that happier people live longer. In March we celebrated International Happiness Day, now is the time to attempt the Seven Day Happiness Challenge!

The 7-Day Happiness Challenge



Try the suggestions below for a happier 2024!

Day one: Take Stock of Your Relationships: Harvard has performed numerous research studies and concluded that strong

relationships are what make for a happy life. More than wealth, I.Q. or social class!

Day two: The Secret Power of the 8-Minute Phone Call: Set up time to connect with someone you have been meaning to reach out to.

Day three: Small Talk Has Big Benefits: As you are out and about, take time to talk to someone you don't know well, or even a total stranger.

Day four: Why You Should Write a Living Eulogy: Tell an important person in your life how you feel about them. Think about where, or who, you would be without them and consider what you would thank this person for.

Day five: The Importance of Work Friends: Workplace relationships are often overlooked, however they are vital to our wellbeing. Colleagues have the potential to improve our daily experience immediately, no matter what we do for a living.

Day six: Don't Cancel Plans: It can be tempting to just stay home rather than socialize, however interacting with other people often improves our mood and makes us happier than we expect it will. It's time to put a social plan on the calendar!

Day seven: Keep Happiness Going! Set specific relationship goals for the year, commit to consistency and remember, ritual is key.

Quick March Recap!



Going Green

GO GREEN IN THE CITY OF YORK!

When: Saturday, April 27, 2024

Time: 10am-3pm

This fun, family-friendly festival celebrates green, healthy, and local living and will feature more than 60 vendors, live music, food, children's activities and much more. Go Green in the City has drawn more than 6,500 attendees during past events!



Years of Service Celebrated

Celebrating Milestones

25 Years

Michelle Ridinger

5 Years

Kim Horsey

Receiving Referral Bonuses:

Christine Haldeman

Remember you could be next!

Future Dates to Save:

All Staff Meeting

October 16, 2024

9am-3pm

More details to come.

Referral/Recruitment Bonus

Refer hard-working, reliable, caring, conscientious people by filling out referral forms within 3 days of when they apply. Effective 1/8/24, if hired and they work at least 6 months you will receive a:

\$500 Bonus

Paid in full after 6 months

(as long as the person remains on staff)

Referrals must be submitted to HR within 3 days of receipt of application.

Forms are available in staff resources or at reception desks.

The Shadowfax Corporation

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www.shadowfax.org

Mission Statement:

To set the standard for quality in the human service field through consistent demonstration of dependability, integrity, collaboration, innovation, and commitment to our stakeholders.

