

Independent Living Services

full service personal care



January 2022

Editor: Greg Peters, Safety Mentor

Caregiver Spotlight

We are changing things up in 2022! Currently we have been awarding the “Caregiver of the Quarter” but these are unprecedented times and ILS Caregivers have stepped up to meet the need, so we want to recognize your efforts! Staffing Supervisors will nominate a Caregiver who goes above and beyond each month. That employee will be given a gift card and will be showcased in the newsletter!! Look forward to getting to know your coworkers😊. We truly appreciate all you contribute to making the lives of those we serve better!!!

Safety Corner:

Getting your Vehicle ready for Winter / **pre-winter mechanical inspection:**

Maintain a full tank of gas *All lights are working properly *Wipers don't streak
*Fluids are full * Tires have a good tread & dedicated snow tires in heavy snow areas including proper inflation

EMERGENCY TRAVEL KIT...DON'T LEAVE HOME WITHOUT IT!



* Warm clothing and gloves * Blanket * Ice scraper * Sand * Cellphone and car charger * Flashlight * Jumper cables * Small shovel * First aid kit * Water * Nonperishable food * special medications

HALO Update & Training Resources:

Virtual Presentation HALO telephone logging instructions:

This below link will take you to our employee portal; on right hand side select E V V Training and there is a Virtual Video Presentation to assist you on any problems you may be experiencing clocking in/out of the HALO Logit App. If you have any questions or concerns Please contact your Staffing Supervisor for assistance.

Training Recourses:

“How to” Video Tutorials, Stress Management, Caring for Seniors & End of Life Resources

[Https://indlivingservices.com/employee-web/](https://indlivingservices.com/employee-web/)

Thank You for All You Do!

Please continue contact us if you are in need of PPE supplies.

Mask wearing is still required while working with our participants.

Due to the recent spread of the Omicron variant, we need to be extra careful to ensure everyone’s health and safety.

***DOCUMENTATION & TASKS ***

Documenting Tasks in the Participant Enrollment Binders, is a requirement that needs completed on each participant with every visit regardless of simplicity or complexity. If the participant is directing you NOT to complete this directive, please contact your Staffing Supervisor. Notes should pertain to daily tasks and anything involving their safety and well being.

Documenting Tasks @ the end of each shift with the consumer needs to be directly from the Care Plan/ Tasks. Please crossreference with the Participants Care Plan. If you need a current copy in the ILS Ring Binder Contact your staffing Supervisor.

Thank You for completeing note documentation and Tasks completion per your participants Care Plan/ Tasks that are approved when clocking out as a part of your daily routine.

The ILS Support Team:

Ashley, Denise, Lisa, Jen, Monica, Barb, Stephanie, Luz, Lori & Greg