



**Linda Hanerfeld**  
**Tamaqua Office**

Linda has been with the ILS for 18 years and has been a great caregiver.

She is dedicated and trustworthy and caring, putting her consumers needs before her own. She works her schedule to accommodate their needs.



**Cookie Shirley**  
**Lancaster Office**

Cookie has been with ILS for 1 year and worked with us previously. Everyone she cares for can not commend her enough. Cookie is always very reliable, dependable and does not call off. Her communication is key with her Staffing Supervisor.

**Earn Extra Money, Fill-In Shifts Available**  
Round trip mileage for fill-in's less then 24hours  
If you accept a fill- in shift that is less then 24 hours notice you  
will be reimbursed round trip mileage



### The MCO's/State/County locking down on our EVV logs. What does that mean?

- The HALO LOG IT app is mandatory. Never use their personal cell phones when logging IN/OUT.
  - Instructions on downloading, logging in and out using the app can be found on the employee portal: (<https://indlivingservices.com/employee-web/>).
  - IF YOU DO NOT HAVE A SMARTPHONE, please contact your supervisor for further instruction.
    - ONLY use a paper TIMESHEET when the app is Unavailable.
  - You must be in the participants home when logging in and out. The LOG IT APP is GPS sensitive.
- Thank You for helping us stay in compliance.

**Any questions or additional training needed please reach out to your staffing supervisor!**

### \* Paid Dementia Training Offered \*

The Learning and Development team would like to invite you to an exclusive experience called the Virtual Dementia Tour. This in person training is 1.5 to 2 hours approximate time frame for the training is 1 ½ hrs. to 2 hours to complete. The Virtual Dementia Tour (VDT) is the original, ground-breaking, evidence-based, and scientifically proven method of building a greater understanding of dementia. This is a simulation experience where trained facilitators guide participants outfitted with patented devices that alter their senses while trying to complete common everyday tasks and exercises. The tour enables learners to experience for themselves the physical and mental challenges those with dementia face and use the experience to provide better person-centered care. If you would like to sign up for this exciting training, please contact your Staffing Supervisor.

## Happy Birthdays

Maria Ruslavage 2nd, Destini Sanchez 3rd, Bruce Gilbert 4th, Randy Ortiz 6th, Nannette Hoffman 7th, Ellie Willis 10th, Pilar Marte De Gonzalez 12th, Olivia Brown 12th, Gabrielle Crothers 23rd, Leanna Walton 24th, Sheila Steinberg 28th, Shawn Roberts 28th, Ashley Berger 30th,

## Happy Anniversary

Estefania Guerra-Romero 7yrs, Sharon Flail 6yrs, Shelly McGregor 5yrs, Destini Sanchez 4 yrs, Luz Cuevas 3yrs, Marion Matz 2yrs, Shawn Roberts 2yrs, Sheila Swartz 2yrs, Evelyn Amaro 1yr.





We are noticing a rise in COVID-19 cases. We are asking all our PCAs to utilize masks as recommended. If you or your Participant is having any signs of sickness you as the PCA should be utilizing your masks while providing care, this will help keep the COVID rise down. This is not a mandate but highly encouraged. If you have any questions or need masks please reach out to your Staffing Supervisor

## Home Fire Prevention & Safety



### **Below are key components to ensuring your workplace and home are fireproof:**

1. **Eliminate Clutter** – Exercise good housekeeping. Clutter can easily become a fuel source in the event of a fire, allowing a fire to spread quickly. Furthermore, clutter can restrict access to emergency equipment and exit routes.
2. **Designate Smoking Areas** – Permit smoking only in designated smoking areas and provides means for extinguishing smoking materials safely.
3. **Fire Extinguishers** – Maintain the appropriate type and number of fire extinguishers. Conduct monthly and annual extinguisher inspections to ensure they are in good, working condition. Provide training for employees on the correct use of fire extinguishers.
4. **Chemical Safety** – Use and store chemicals safely. Read hazard warning labels and safety data sheets to determine flammability and other fire hazards. Ensure your chemical storage areas provide adequate ventilation for the storage of chemical or other hazardous substances.
5. **Waste Control & Storage** – Limit the accumulation of flammable or combustible materials and residues as to prevent the risk for such materials contributing to a fire emergency.
6. **Exits** – Ensure emergency exit route diagrams are posted and accessible in all areas of the facility for all employees to easily view. Additionally, ensure means of egress are well-lit with regulated exit signs and free from debris or clutter.
7. **Contact Information** – Employees should have access to a list of emergency contact phone numbers in case of emergency. Remember that human nature is to panic in emergency situations; therefore, basics such as the company address, important phone numbers, and building floor plan should be posted on or with the emergency action plan.

Remember it is always better to be proactive rather than reactive and it is best to alleviate hazards or hiccups in times of peace than in times of chaos. Utilize the above tips to reduce the risk for catastrophe or at least minimize the damage. The reality is that fire emergencies and disaster situations can strike anyone, anytime, anywhere. So, remember, if a fire occurs in your workplace or home, don't panic, A-C-T:

**Thank You for Everything You Do!**

Your ILS Support Team:  
Jared, Ashley, Denise, Lisa, Jen and Barb  
Monica, Stephanie, Luz, Lori and Greg