



## SUPERINTENDENT'S MESSAGE

### Special points of interest:

- RSH History
- Protection & Advocacy
- Nursing Department
- Friend-to-Friend
- September is Recovery Month
- Christmas 2014

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On May 19, 2014, Terry Suttle started as Richmond State Hospital new superintendent.

Terry has had many roles in the Mental Health field, starting out as a Psychiatric Attendant at RSH. He worked here during the construction of the new RTC/ CTC building and saw the development of the modular system of nursing care before leaving to work at the Whitewater Care Pavilion as a Mental Health Technician. He worked on completing his

bachelor's and master's degree as he moved to the position of Coordinator of Quality Improvement. He also developed and ran several after school programs with grants from the state during his tenure at Whitewater Care Pavilion. Terry then worked for Lutheran Family Services in Indianapolis which was a residential service facility for adolescents. He served as the Residential Director. In this position he oversaw youth specialists, mainte-



Terry Suttle,  
Superintendent of  
Richmond State  
Hospital

nance and also the dietary staff. After several years, he went to work as the Franklin County Division of Family

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## MISSION/VISION

We have accepted the challenge **MISSION** to:

- \* Partner with consumers, families, providers, and communities for recovery.

To provide individualized, quality holistic healthcare with respect, dignity, and caring.

- \* Provide a healing, safe, recovery oriented environment.

### OUR VALUES

We believe in all individuals' capacity for:

- \* Promote innovation and utilize evidence based practices for recovery.
- \* Promote trauma informed care.

### RECOVERY

- \* Recovery
- \* Strength
- \* Hope



Continued from page 1.

## SUPERINTENDENT

Resource Director. Within months he was given several other county offices, including Rush and Wayne county. When the Child Welfare Services split from the Division of Welfare Office, they created a standalone division called the Department of Child Services (DCS) to which he became the Wayne County Office Director. As the Director of the Wayne County DCS, he was in charge of 22 family case managers, several clerical specialists and accounting clerks.

During his time with DCS, he became a Regional Finance Manager over three Regions. This job consisted of managing budgets for each county with funding provided by the state. After successfully managing the budgets of these three regions, he was given the opportunity to work in a position in Central Office as Assistant Deputy Director of Finance. There he was instrumental in consolidating the ninety-two local office staff to create a Central Financial Office in Indianapolis. That office was responsible for payment of Child Welfare Services to local providers throughout the ninety-two counties.

Terry then went to work for Acadia Health Care as a Business Development Director negotiating contracts and marketing development. Wanting to get back to Wayne

County area, he lastly obtained the job of Superintendent at RSH.

When asked about what changes he has noticed since he returned to the Hospital after being gone since 1992, he stated, "The concept of mental health treatment in general has changed. There is a better understanding of the needs of the mentally ill and the behavioral health field as a whole. There has been a lot of progress with the medicines used to treat mental health and the uses of alternative therapies. A good example of this is how the average length of stay has decreased."

When asked his thoughts on the progress of the Hospital and its staff currently here at RSH, Terry said, "We have a successful, well staffed hospital that has incredible knowledge of the clients and the mental health field in general. I would like to see everyone keep working together to improve any areas that need it. We strived to provide the highest quality of care and be as efficient economically as possible. We also want to make sure that we are using our resources to the best of our ability. I want everyone to be able to have the resources available to improve our capability of care and to be able to share anything that can help improve the Hospital as a whole."



## COMMUNITY TIES

Copies of Community Ties are sent to family members of our patients, volunteers, retired employees, and community mental health centers. ***If you would like to receive your copy of Community Ties at your email address, please let us know by emailing [Tara.Jamsion@fssa.in.gov](mailto:Tara.Jamsion@fssa.in.gov) or [Kathy.Tuggle@fssa.in.gov](mailto:Kathy.Tuggle@fssa.in.gov). You may also call us at 765-935-9394.***



# BRIEF HISTORY of Richmond State Hospital

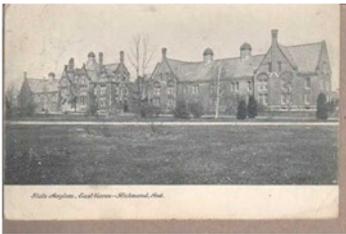
## The post card images



Administration Building at East Haven, Richmond, Ind.



Womens Building, East Haven, Richmond, Ind.



Girls' Hospital, East Haven - Richmond, Ind.



IN. EAST HAVEN HOSPITAL, RICHMOND, INDO.

The site for the "Eastern Indiana Hospital for the Insane," (now known as Richmond State Hospital), of approximately 307 acres and was purchased in 1878. Construction started in 1884 and was completed in 1890. Between 1887 and 1890, three of the completed buildings were occupied by "The School for Feeble Minded Youth." In 1890, these patients were transferred to what is now known as the "Fort Wayne Developmental Center." The buildings were refurbished and the hospital formally opened on July 29, 1890, with the first patient admitted on August 4, 1890.

The hospital buildings were constructed on the "Cottage Plan" in order to prevent any "disastrous conflagration," and provide for immediate evacuation of persons in case of fire.

There are many interesting architectural

details in the older buildings, including exterior cupolas, interior detailing such as intricate railings and



stained glass windows.

Although it was never an official name, it was long referred to as "East Haven." The post card images on the left all bear inscriptions which include an "East Haven" designation. Apparently post cards of various "asylums" were once common.

In 1911, the "Colony Act" was passed and additional acreage was purchased to allow patients to work the farmlands. Richmond was selected to be the parent institution for this type of treatment. The five farms acquired were christened "Wayne Farms." Male patients with a agricultural back-

ground were placed in the colonies. Their productive efforts were realized in many ways, but specifically through ribbons and prizes received from the exhibits of cattle and farm products at the Wayne County Fair as well as the Indiana State Fair.

On May 16, 1927, the hospital's name was changed from "Eastern Indiana Hospital for the Insane" to "Richmond State Hospital."

[in.gov/fssa/dmha/2614.htm](http://in.gov/fssa/dmha/2614.htm)



*Richmond State Hospital is operated by the State of Indiana and is under the Division of Mental Health and Addiction.*



## Thrift Store

The store is open on Tuesday and Thursday afternoon from 1 to 4 p.m. All units have a trip scheduled to the Thrift Store. In addition to used clothing for sale at a minimal cost, the thrift store is also selling personal hygiene products, personal items like phone cards, stamps, writing tablets as well as food and drink items not available in the vending machines. We are always in need of men's clothing. You can drop off your donation at our switchboard at the CTC building anytime since it is manned 24 hours 7 days a week or at the Administration Building between 8:00am to 4:30PM Monday through Friday. Any donations would be greatly appreciated.

## CHALLENGES PROVIDE OPPORTUNITIES

Jennifer Claypoole, LCSW

Alan Watts once said, "The only way to make sense out of change is to plunge into it, move with it, and join the dance." So dance with us, won't you? The Social Work department has staffing changes to report and more yet in store. Since the Spring newsletter, three Social Workers have left us, moving on to bigger and better things in their respective careers. We were fortunate, however, to have Terri Hart join us. She brings with her much wisdom and experience in working with individuals with challenges, which is much-needed when working on an admissions unit. She hit the ground running and is a

wonderful addition to our team. We have two more positions that will hopefully be filled very soon. Until that time, please contact Jen Claypoole for Unit 420A concerns, and Luanne HandySaylor for Unit 417A concerns.

Another exciting announcement is that we are now offering a Saturday class for both patients and family members. Beginning September 27<sup>th</sup>, the Social Worker on duty each Saturday will be available from 2-3 p.m. in the CTC Conference Room to give patients the opportunity to ask questions about RSH policy, how the discharge process works, and their respective commitments. We are

offering this question and answer session with the hopes of encouraging patients to take responsibility for their own care and help to empower them to strive for success in their recovery. If you are visiting a patient on grounds at this time, please feel free to stop in and chat with us. We are here to help. Until next time, enjoy your apple cider, hayrides, and pumpkin picking. After all, "Autumn is the mellow season, and what we lose in flowers, we more than gain in fruits." – Samuel Butler



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**Sunrise Therapeutic Horseback Riding.**  
 Therapeutic riding promotes the health and social development of physically, mentally, and socially disabled people through therapeutic horseback riding



## THE JOURNEY OF RECOVERY

Josh Nolan, Psy.D., HSPP, LCAC, Clinical Director

As mentioned in previous Community Ties articles, Richmond State Hospital is at the start of a journey toward transforming the clinical care we provide at the hospital which is based in the principles of acceptance. The most recent article focused on mindfulness. I would like to continue and further that discussion.

Mindfulness is about fully showing up in the moment. This is something that we all can struggle with. We figure out ways to be in the room without really being in the room.

We are in a place; however, mentally we are somewhere else. We are watching something but thinking about something unrelated. We have the phone in our hands distracting us while talking to someone else. At times we actively and intentionally disconnect from what is occurring. Sometimes this appears

to occur almost as a reflex. We as human beings have many things which happen on a day to day basis which may be unpleasant; and as such we may physically show up but find ourselves guilty of simply going through the motions. Being mindful means that we show up to each experience both mentally and physically in fullness. This is not always comfortable or pleasant. Sure there are many things that in the moment, no one would fault us for wanting to avoid. However, this moment is the only time in which something can be accomplished and which anything can occur. Being disconnected from the now can create missed opportunities. While looking at the short-term cost we may miss out on the long-term benefit. Oftentimes, things which are the most fulfilling in life, and the sweetest, are mixed with many other

internal experiences that are painful. When being mindful we can accept that the mixing of experiences, both sweet and sad, can occur simultaneously and that this is okay. As Kelly Wilson has put it, "Acceptance means that when a particular experience arises, you find a way to acknowledge it, be present to it, and take it in without attempts to alter it in any way."

To keep the thread from previous articles in mind, "We want to work on increasing everyone's awareness; increase the ability to change things that can be changed; and make it possible to live effectively with those things which cannot be changed." When being mindful and being willing to engage in acceptance then there is more potential in the now. We are striving to increase anyone who receives services from

Richmond State Hospital to "achieve more in the now" and to be more in the now.



## CAKES

The third Friday of every month is Cake Day. Volunteers donate cakes that are used for patients' birthday celebrations. Patients really enjoy the special recognition given for their birthday.

We certainly appreciate being remembered in this very special way each month. If you, your church, club, or other group would be interested in donating cakes, please give us a call at 765-935-9394. You may even donate money and have it ear-marked for birthday cakes. We will see that the money is used for these special occasions!



## NURSING DEPARTMENT

### Cindy Wasson, Interim Nursing Director

The nursing department has experienced so much transition during the past few months that we're thinking about naming the Chameleon as our mascot! The Director position has been held in an interim capacity by members of the nursing leadership team. The new permanent director should be named soon. Our leadership team has decreased in numbers due to some retirements and decisions of others to follow job opportunities elsewhere, but those who remain at the helm have worked as one to accept the internal changes with enthusiasm and professionalism.

Our department has accepted the vision of the superintendent to "work smarter" by taking a serious look at staffing patterns, overtime, and other factors that affect the care provided to those we serve. We have embraced the idea of looking at how we provide care with an eye to efficiency and excellence while being responsible stewards of state resources. Unit RNs have been empowered to utilize their professional knowledge, skills, and abilities to become front line leaders in providing evidence based nursing care using the Recovery Model prin-

ciples.

Our LPNs continue to insure that our clients receive all ordered medications and treatments. They are responsible for providing education to each and every client regarding their medications. They are very attuned to the emotional and mental state of each client and are quick to notice the positive effect of medications, as well as negative signs when they occur. Their communication with the RN and unit physician facilitates continuous monitoring of each client's progress with appropriate interventions as needed.

The behavioral health recovery attendants continue to work side by side with our clients to assist them in their recovery by encouraging and helping with daily living skills, cheering them on as they participate in active treatment, and celebrating each step they take in the management of their illness. They accompany clients to various outside appointments and activities, as well as joining them in the frequent hospital based activities, celebrations, and dances.

## MONEY FOR PATIENTS

If you are interested in providing funds for your loved one while they are residing at Richmond State Hospital, please write a check or money order which needs to be deposited at our business office. The

clients can access their money by a written request through their Social Worker.

There are vending machines in the 417 building and RTC buildings where patients may spend

their money. There is also a large canteen area where patients may shop for snacks, personal hygiene items, postage stamps, phone cards, etc. Some patients may go to stores and restaurants in the community. Checks, money orders, and postal

money orders are held for 10 business days.

Please do not send cash in the mail or give family members a large amount of cash. This is for their own protection against theft.



## HOSPITALITY HOUSES

Richmond State Hospital provides hospitality houses for relatives of patients traveling from a distance to visit their loved ones. These houses are available at no cost to families of

patients. All houses are completely furnished, including an operative kitchen and laundry.

If you would like to reserve a hospitality house, please call

Debbie Lanman, Administrative Assistant to the Superintendent, at 765-935-9201. She will get you scheduled for a stay at a hospitality house while you are here to visit with your loved ones.

The houses are scheduled on a first come, first serve basis so call as soon as you know you will be needing to stay.

## Risk Manager

Judy Cole, Risk Manager, Clinical Nurse Specialist

As our seasons turn us to thinking about cooler weather and getting ready for winter, patient safety also takes on getting ready for winter as well. So, here's some things to hop right onto:

1. Scheduling a flu shot for everyone in the family. For families visiting, please do not come if you are ill and take precautions with routine hand washing. Remember to sneeze into your sleeve or shoulder.
2. Making sure coats are in good repair and ready to go. We'll help identify needs and we have a clothing store available as well as a thrift shop on grounds that can help find coats.
3. Find hats, scarves and gloves/mittens, and warm boots for all family

members. Particularly hats are needed as a lot of body heat is lost through the scalp.

4. Making sure the heating system is ready with new filters. Our maintenance crew is working to bring up the heat. Have you checked your furnace out? Made plans for fuel? Caulked around the windows?

5. Winterizing the car and insuring that there are emergency supplies that include a blanket, candle, and emergency lighting.

When visitors come to RSH, we ask that you do not bring cigarettes, lighters or other tobacco products for your family member that is here. And that also includes items in glass bottles, safety razors, or other items that can be used as a weapon. Remember, everyone shares unit space and rooms

and while one person is careful, others may not be or may not have the ability to think clearly about their actions or who they are sharing things.

Please remember when you visit to lock your cars and keep all personal electronic devices in the trunk. Most of these devices have the capacity for photos or video and to insure that we protect the privacy of patients we do not allow patients to use these media. Because cell phones and ipads or smart phones are so much a part of our culture, we don't think twice about posting selfies (and who else may be in the background) or facebooking about their family member or others. Who you see here and what's said here—stays here.

At RSH, we monitor and track incidents that

endanger the health of our patients (and our staff). We inspect units routinely to make sure the environment is safe for all. And we remind all to get flu shots and wash their hands.

And if you notice something that needs attention...please let us know. This is your invitation to contribute to our patients, staff...and your safety.



## Environment of Care

Judi Rohe, Chairperson

The Emergency Management Committee Members and their departments are prepared for the upcoming winter months. Whether it is snow, ice or extremely cold temperatures, RSH has plans in place for us to continue to provide the great care we give every day to your family members and friends.

If we were to lose power, we have back-up generators for each of our patient buildings. Food Services is equipped to continue to provide meals for each patient, even with limited power or delayed delivery of food trucks. It may not be the hot meal as planned, but a comparable replacement will be provided.

We have a list of employees who are available to stay and help in a prolonged emergency situation. Whether it is to help with unit staffing, to feed our patients or to remove snow, the patients will be safe, warm and fed.

## ASSISTANT SUPERINTENDENT OF ADMINISTRATION

Dave Shelford

**Flooring Replacement in RTC**—The flooring replacement project is currently in the contractor procurement stage with an estimated start time in January. The project will replace all hallway and common area flooring in unit 422B with a rubber flooring material and flooring in all patient bedrooms in RTC with a vinyl product. This project has been delayed several times due to cost issues but hopefully will soon be ready to begin. We know our patients, staff and visitors will all ap-

preciate the new more cheery look.

**New Roofing on RTC and Staff Development/HIS Building**—Our project to replace these two roofs began in October 2012 and will continue to completion hopefully next year.

**Wireless Emergency Alert System**—Our budget for fiscal years 2014/2015 includes a new emergency alert system. The system includes personal alert devices that can be carried by staff on a lanyard or in their pocket and has the ability to identify location of the

device when activated. The system will greatly enhance the ability of staff to call for assistance in the event of a situation in the buildings or anywhere on grounds. We expect to begin that project next spring.

**Roofing Replacement on Food Service Center and Carriage House**—Our final capital project in our budget for fiscal years 2014/2015 is to replace the roofing materials on the main food service center and the historic Carriage House. This project is scheduled for next spring and summer.

**Capital Projects for Fiscal Years 2016 and 2017**—We recently submitted capital project requests for the next state biennial budget and includes a new roof for the administration building, replace fire sprinkler mains in the Residential Treatment Center and Building 417, replace the HVAC piping on the second floor of Building 417, and to remove the tall smokestack rising up from our central steam plant.



### Mystery solved

The top picture of a rug was made by patients in the early 1940's. The hospital never knew what happened to the rug, until someone contacted us from Lincoln Boyhood National Memorial in Lincoln City, Indiana asking about the rug in their lobby. After some research, we were able to find the top picture of patients making the rug. Lincoln Boyhood sent us a picture of the finished product in color, that is now in their lodge.

## DONATIONS NEEDED

Items currently needed for patients activities, crafts, etc., are golf balls, cards/stationary, 2015 calendars, board games, travel size toiletries, jewelry beads, yarn, puzzles, art supplies, and magazines. These items may be marked for Community Relations and taken to the Administration building or CTC Building at the timekeepers office.

## TREATMENT TEAMS



**"Individuals score points, but teams win games."**  
*~ Zig Ziglar*

Each patient's treatment is reviewed in an inter-disciplinary team meeting at least every 90 days. Families of patients are encouraged to be involved in the treatment team meetings for the best interest of the patients. The treatment team is composed of a coordinator, physician, social worker, psycholo-

gist, nurse, activity therapist, and, in some cases, substance abuse counselors. Contacts to family members from treatment teams will take place every time a master treatment plan or review is being done. Conference phones are available for family participation in the meetings. Whenever you are calling our toll

free number, please allow us to call you back immediately on our hospital line. This helps keep the cost of our toll free number down. If you want to contact a Treatment Team Member at Richmond State Hospital, our toll free number is 1-800-986-6691.

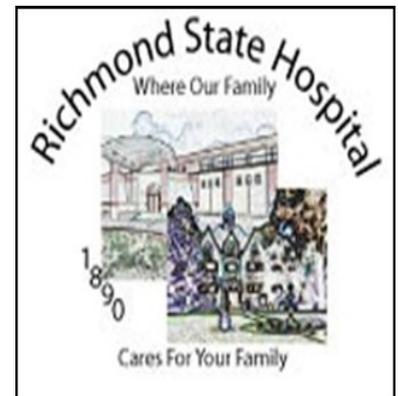
## TOURS



**Administration Building Richmond State Hospital**

Even during the winter, there are bright spots at Richmond State Hospital. Our group tours are tailored to meet the needs and interests of our tourists. Over 3500 people have toured the grounds of RSH in the past eight years. Several Indiana colleges and high schools tour

every year, and one school makes a yearly trip from Ohio. In an effort to respect the privacy of our patients, a confidentiality form to signed prior to a tour. Tourists are asked not to bring cameras or to take pictures with cell phones. To schedule a group tour call 765-935-9394.



## Fun Days—Star Lab and Car Show



## PROTECTION & ADVOCACY

The Protection and Advocacy for Individuals with Mental Illness (PAIMI) Act was signed in May of 1986 by President Ronald Reagan. In September 1986, Governor Robert Orr signed Assurances that the State of Indiana would provide protection and advocacy services to citizens experiencing mental illness. Indiana Protection and Advocacy Services was designated as the agency to provide these services and is a congressionally mandated, legally based

disability rights agency. IPAS has the authority to provide legal representation and other advocacy services, under all federal and state laws to people with disabilities based on a system of priorities. To defend the human, legal and civil rights of people with disabilities, Congress established Protection and Advocacy systems in each state. The Advocacy Specialist representative for our area attends our monthly Human Rights Committee Meetings.

Protection and Advocacy may be contacted at 1-800-622-4845, ext. 236. Protection & Advocacy may also be contacted by calling 1-800-838-1131 or voice mail number at 1-800-622-4845, or by mail at Indiana Protection and Advocacy Services, 850 North Meridian, Suite 2-C, Indianapolis, IN 46204.



As we light a path  
for others we naturally  
light our own  
way



## FRIEND-TO-FRIEND PROGRAM

To succeed... you need to find something to hold on to, something to motivate you, something to inspire you.

—Tony Dorsett



Community Relations staff would like to thank everyone who has been participating in the Friend-to-Friend program. There are several patients waiting to participate in this program, which is ideal for organizations, Sunday school classes, clubs, or individuals.

Patients who are in the program are thrilled to receive letters, cards, phone calls, visits and gifts from their "friends". The experiences found depends

on your friend's needs and your own interests, time and capabilities. Communicating on a regular basis is beneficial to your friend.

When a "friend" is assigned, your friend is informed about the program and expecting to have contact with you. With shorter discharge rates than in the past, your "friend" may be leaving the hospital. Some participants choose to have a new friend and others wish to continue to be a

"friend" to the same patient at a new location.

We are always glad to discuss the Friend-to-Friend program. For more information contact Community Relations, 765-935-9394.

Knowing others is wisdom,  
knowing yourself is  
enlightenment

## Staff Development

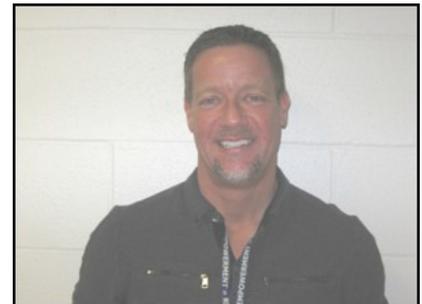
### Mike Morrow, Staff Development Director

As I shared in the last community ties, we continue to welcome new staff members who bring much value and experience working with our population. This new group of State Hospital Employees are definitely worthy of the same recognition.

Our focus in these last months is to make sure that everyone we train here in staff development understands the importance of caring and being mindful to our patients needs. Other areas of focus would be the use of ver-

bal skills during difficult situations and increasing the amount of time that we spend on using these skills. We have added training hours and concentrated on the right and wrong ways to handle different situation. With the use of videos and lecture we are able to engage in group discussion and process/debrief techniques with each scenario. It has been a complete pleasure working with such eager folks who are soaking up as much information as possible. The level of participation gives us hope that good quality care will continue to be delivered here at RSH.

Moving forward we will continue to search for ways that will provide the best care for our patients as we research and develop current and new hospital wide trainings.



### Carmie Kitchin, RN

Throughout the year, the instructors in Staff Development are asked at times to provide additional training for current staff, sometimes due to changes in policy and sometimes for reminders about specific information it is important to include, as well as, how to do it the "write" way. Very recently I was asked to provide a review on documentation for all of the staff responsible for the care of our clients on 420B. There is

more than just one reason to document what staff sees, hear and do for our clients. One very important reason for documentation is to provide an accurate and objective permanent record of care given, as well as, to assist in planning of the treatment and in evaluating the patients' progress. The medical chart also provides communication for the staff from the varied disciplines providing the care. The training



was very well received with great discussions about what is important to include in our notes and the rules of writing them.

## RICHMOND STATE HOSPITAL WEBSITE

[www.Richmondstatehospital.org](http://www.Richmondstatehospital.org)

Information about our website may be found on the Internet. We try to have up to date information about various aspects of the hospital. We encourage many of our customers to visit the website for the most up to date information.



## Staff Development – Continued

### Trisha Turman-Smith LPN Nursing Educator

#### MENTORING PROGRAM AT RICHMOND STATE HOSPITAL

In 2011 the mentor program took flight with a list of the following objectives:

- ➔ Help new employees adjust and feel comfortable in their work environment
- ➔ Promote healthy supportive relationships among staff
- ➔ Encourage cohesiveness and teamwork
- ➔ Provide guidance and support
- ➔ Retain adjusted, successful,

quality employees who reflect the mission, vision, and values of RSH

- ➔ Improve the quality of patient care

Looking back upon the established objectives the focus has not changed. The new Behavioral Health Recovery Attendant (BHRA) is paired with a Mentor who can guide them during their transition into the Mental Health Care field. The new employee first learns the theory and skills



in a classroom setting. Once they become proficient, they continue using their newly acquired skills under a Mentor's supervision. The new employees continue to report that the mentoring process is a very helpful and positive experience.

### Jeremy Handley, Program Director

Recently, here at Staff Development we have been putting a much greater emphasis on ensuring employees are better equipped to use verbal skills when speaking with clients under their care here at Richmond State Hospital. In order to make their stay here as pleasant and constructive as possible, we have to remember that we are guests in their home. This is where they live, for however long or short a time period. When new employees begin their orientation to RSH, they are reminded of this regularly.

Every employee goes through an annual recertification process, part of which includes reinforcing verbal skills used to help clients when they

feel frustrated, anxious, angry, or whenever they are having a crisis in their lives at that particular time. Employees go through a period of discussion with other staff concerning different situations that may have happened. We discuss ways that things went well and should continue, and we go over things that could or should be improved upon. We use those discussions to constantly strive to improve the way we approach a client verbally who is experiencing some form of crisis.

We emphasize greatly using verbal skills to help find ways to calm a person down, speaking about what the problem is, and then helping them to find a solution if at all possible. Sometimes people have a problem and can't



see the solution, so we help them as much as we can by showing different options. Other times, people just need someone to listen. So we make sure that we train our employees that we don't always have to have an answer. It can be just as helpful to not say anything at all and just simply listen to what the client has to say.

## Sending Mail To Clients

**When sending mail to Richmond State Hospital for clients, please put the name and unit number of the client on the front of envelope.**



# Infection Prevention and Control Heather Johnson, RN

It's that time of year again! Flu vaccines are now available and we will begin administering the vaccines in October, unless flu season arrives early. The timing of the flu is unpredictable and tends to vary from year to year. Flu season generally peaks anywhere from December and February but can begin as early as October.

Our goal for the 2014-2015 flu campaign is to acquire 70 percent (or more) of our employees to be vaccinated to help protect the patients we care for, as well as, our families and ourselves. Getting the flu vaccine is the first and most important step in protecting against the flu

virus. This year we have added a few more incentives to increase staff compliance with the vaccination. Gift cards will be raffled off to those employees receiving their flu shot prior to 11/27/14. As always, there will be a plethora of education regarding the flu vaccination in addition for ways to avoid transmitting the flu virus or other contagious bugs that we may come across. The clinic area is also working on providing incentives for our consumers to receive the flu vaccination. Recreational Therapy has been involved and working closely with the nursing department to assist with providing incentives, such as cakes and

cookies to those patients that are educating and protecting themselves this flu season.

Infections continue to be monitored on a monthly basis among the patient population. During the summer we have not had a high influx of illness and our rates of infection remain low. In August we did peak to 5 total infections hospital wide. Most of the infections that we are currently seeing are skin and urinary tract infections, although we did encounter one case of pneumonia in early summer.

Quarterly Infection Control Risk Assessments are regularly completed by assigned members of the Infec-

tion Control Committee on client living areas, which includes those areas that provide service to our patients. This is a crucial part of maintaining and monitoring areas that are at risk for having infection control issues. No major concerns have been detected as our staff work diligently to take care of problem areas as they arise.



## VOLUNTEER OPPORTUNITIES

There are many opportunities for volunteers at Richmond State Hospital. If you are interested in volunteering in one of the following areas, please call us at 765-935-9394.

- \* Art Murals
- \* History of Hospital
- \* Pond Development
- \* Patient Interactions/Activities
- \* Bicycle Repair
- \* Donation of Birthday Cakes
- \* Friend To Friend



Just because the past didn't turn out like you wanted it to, doesn't mean your future can't be better than you've ever imagined



## VISITOR'S INFORMATION

### Jay Wenning, Health Information Director

Richmond State Hospital encourages visits because they help patients remain in contact with family and friends during hospitalization. Hospital visiting hours are from 9:00 am to 8:00 pm daily. Family members and friends are encouraged but not required to schedule their visit ahead of time to avoid potential conflicts with pre-scheduled doctor appointments. Visitors under 18 years old must be accompanied

by a family member over the age of 21, and visitors under 15 years old are not allowed on the units.

Earlier this year in July, the hospital changed its policy concerning where visitors are to check-in when arriving for a visit. All visitors must now check-in at the Timekeeper's Station located at the front entrance of the CTC building immediately inside the double doors. Visitors may no longer check-in at the

417 building lobby. Every member of the visiting party will be asked to sign the "Visitor's Sign-In Sheet" and will receive a Visitor's Pass. Even though visitors under 15 years old cannot visit the unit, they still must check-in as a visitor. We ask that all visitors check-out after their visit to help the hospital have an accurate accounting of who is visiting the hospital in the event of an emergency. If you have any questions about visits, please contact the unit social worker.



If you have any questions, please feel free to contact Jay Wenning, Health Information Services Director, at 765-935-9235, fax him at 765-935-9509, or email [Jay.Wenning@fssa.in.gov](mailto:Jay.Wenning@fssa.in.gov)

## NAMI EAST CENTRAL INDIANA

NAMI East Central Indiana is located on the grounds of Richmond State Hospital in the original farmhouse. Patients may stop in and visit or read from the many books and pamphlets on depression, bipolar, schizophrenia, and more. The NAMI house is open Mondays, Wednesdays, and Fridays from 10 a.m. to 2 p.m.

NAMI East Central Support group meetings are on the first Tuesday of each month 7:00pm in the CTC Training Center at Richmond State Hospital. Each meeting features a special speaker. Patients from the hospital are invited to these meetings as well as family members and the East Central Indiana community. To help build aware-

ness about mental illnesses, the Annual Mental Illness Awareness Week candlelight service was held on Tuesday, October 7, at the Richmond Municipal Building.

The annual NAMI Christmas gathering will be held in the CTC gym on Tuesday, December 2. It will begin at 6:00 p.m. The annual NAMI Christmas tree light-

ing will take place at the Christmas gathering.

For more information you may call NAMI at 765-966-4094 or Richmond State Hospital at 765-935-9394.



*NAMI East Central Indiana is located at 498 N.W. 18th Street, Richmond, Indiana*



The greatest challenge in our life is to find someone who knows our flaws and differences. And yet still willingly embraces you with so much love

## Rehabilitation Department

### Tara Jamison, MS, CTRS



Tara Jamison, Director of Community Relation and Recreational Therapy

The Rehab Department has been busy providing many special activities for our patients. Each of the units has enjoyed cookouts, trips to the Dairy Queen, River Rats Games, and Indianapolis Colts Training Camp.

In the summer months we plan for three Fun Day events around each of the major holidays. On June 12<sup>th</sup> the first Fun Day had a "Motor Head" Theme. We kicked off the day with our own Car and Bike Show. Patients got an opportunity to wander through various hot rods and motorcycles just like a regular car show. At lunch we all participated in a hospital wide cookout in the grove with hamburgers, potato salad and dirt pudding as the featured items. In the afternoon, patients had a great time listening to the music of Brian Wallen as he performed for them in the CTC training center. The

evening was double feature movies of Herbie the Love Bug and Talladega Nights. Patient really enjoyed the laid back motor head day.

As we moved to July we had a "Baseball and Reaching for the Stars" Theme. Unfortunately our softball game got cancelled due to the weather in the morning. We opened up the Star Constellation Lab in the morning and patients got an opportunity to view the stars in the CTC gym. Jan Miller, one of our Rehab Therapist, is a certified Star Lab teacher and was able to provide this presentation for patient and staff through the day. In the afternoon we were blessed with the Chanticleer Quartet who performed for us as their annual kick off to their summer Concert series. Patients also had the opportunity to watch Baseball themed movies all day like Field of Dreams, the Natural and the Sandlot. Patients were also able to draw their own constellations in the craft room and then put them on display in the CTC hallway for everyone to see.

We finished off our last Fun Days event in relation to Recovery Month in September. Our Substance Abuse Counselors, Recovery Specialists and some of our Rehab staff teamed together to plan out a great day of entertain-

ment and focus on recovery. Of course the CTC hallway was transformed again with a symbol of "A journey of recovery." Patients were asked to write their story of their journey in recovery on one page. They were collected and the committee read through all of them and then selected several winners who would have the opportunity to read their story on Fun Day. Also earlier in the month on September 12<sup>th</sup> patients and staff were able to attend the annual Key Consumer Conference in Indianapolis. All were inspired by the wonderful speakers and breakout sessions. On Wednesday September 16<sup>th</sup> we started off the day with our own version of the conference. The Mayor of Richmond Sally Hutton kicked off the ceremony with her message of seeking out support in your path of recovery. We then had several wonderful stories told by consumers and their own personal path of recovery. What a powerful message for all. In the afternoon, the winners of the journey to recovery were announced and the winners received their own personal journal. After the ceremony, the patients had a great time participating in "Name that Tune." Each unit teamed together to battle against each other in a friendly game of naming the artist, song title and what year it was recorded. 417A unit was

the winner of the challenge and won a pizza party for all on the unit. In the evening the patients cut loose to a Decades Dance in which they enjoy and danced to music of all the different era.

Patients and staff both enjoy the opportunity to participate in the special events to provide a variety in their daily lives. Some of our patients can be hesitate at first but once they get going in the activity usually a big smile grows on their faces.

At the end of August the rehab department said goodbye to three of their key staff of many years - Jesse McCleese 35 years, Don Wright 30 years and Connie Taylor 27 years. The patients and staff participated in several different retirement celebrations of these three individuals who touched many of our lives. Even though we have many talented rehab staff continuing to provide services to our patients, these three individuals will be sorely missed by all.



## CHRISTMAS 2014



*"It's not how much we give but how much love we put into giving."*

*~ Mother Teresa*



Once again it is time for us at Richmond State Hospital to prepare for the upcoming Christmas Season. We appreciate all of the help we've had in the past from many of our loyal contributors and are looking forward to reaching out to new friends and groups to help make this Christmas a happy occasion for all of our patients.

With over 200 patients at the hospital, our goal is always to provide at least 3 packages on Christmas day and a gift bag during our Unit Parties for each of our patients. In order to achieve our goal, we have several methods of giving that you can choose from to help make our patient's Christmas a special one.

The "Adopt-A-Patient" program is one of our most popular methods of providing gifts for our patients. It is a rewarding way to shop for patients specifically from their Christmas requests. For further information, please see the enclosed "Adopt-A-Patient" brochure.

Also enclosed is a "Wish List" of the most requested Christmas items. Richmond State Hospital "Santa's Helpers" will take your donated items and match them up with the patient's suggested list.

You can also choose to provide a monetary donations and our "Santa Helpers" will do the shopping from the patient's suggested list. Cash or check donations may be mailed to:  
Richmond State Hospital  
Attention: Community Relations Department  
498 NW 18<sup>th</sup> Street  
Richmond, IN 47374

All gifts should be received by December 10, 2014. This deadline will provide "Santa helpers" time to get all the gifts processed. We ask that you do not wrap your gifts so we can get the presents ready for the patients to receive them. No glass bottles, sharp items or products that contain alcohol are permitted. Gifts can be delivered

to the Administration Building Monday through Friday from 8:00am to 4:00pm and the CTC building after hours and on the weekends at Richmond State Hospital. Please have the patient's name and your name attached. Please do not wrap presents. A donation of Christmas wrapping paper is very much appreciated. Please have your name or the name of your organization and phone number included with your donations. If you need directions the Administration or CTC building, feel free to contact us at the Community Relations Department during the business hours of Monday through Friday 7:30 to 4:00. You can also contact our switchboard operator anytime after hours at 765-966-0511 ext 0.

If you have questions about any of the information above, please contact Richmond State Hospital Community Relations at 765-935-9394.

### CLOTHING

Hoodies  
Large - 3X  
Sweat Pants  
Large - 3X  
Sweat Shirts  
Large - 3X  
T-Shirt  
Large - 3X  
Jeans/Pants  
Mens-32 - 50  
Women-size 8 -26  
Pajamas  
Large - 3X  
Socks

### SNACKS & BERVERAGES

Candy  
Sugar Free Candy  
Nuts  
Chips  
Microwave Popcorn  
Instant Coffee in Plastic Jars  
Hot Chocolate  
Regular and Sugar Free  
Instant Tea  
Water Flavoring Packets



### Miscellaneous

Hat  
Gloves  
Brush/Comb  
Deodorant  
Body Wash  
Body Lotion  
Shampoo & Conditioner  
Playing Cards  
Postage Stamps  
Wallets  
Journals  
Puzzle Books  
Stationary

### Unit Gifts

Table Games  
Footballs  
Basketballs  
Volleyballs  
Puzzles  
Art Supplies



# ADOPT-A-PATIENT PROGRAM

The Adopt-a-Patient program is one of our most popular methods of providing gifts for our patients. For some people, playing "Santa" for the patients at Richmond State Hospital is more rewarding knowing a particular person by their first name and selecting gifts for that person.

If you would like to participate in this program, just fill out the bottom portion of this brochure and mail it to the address which is provided or call the telephone numbers on the back. We will send you all the information you will need to start your shopping.

## HERE'S HOW IT WORKS

All you need to do is follow these 3 easy steps.

Return the request on this flyer or call the Community Relations Department at 765-935-9394. We will supply you with the patient's name and wish list.

Purchase items on the patient's wish list. You can purchase as many items on their list as you are able to. Do not feel obligated to purchase all the items since this is only suggestions for that particular patient.

Gifts can be delivered to the Administration Building Monday through Friday from 8:00am to 4:00pm and the CTC building after hours and on the weekends at Richmond State Hospital. Please have the patient's name and your name attached. Please do not wrap presents. A donation of Christmas wrapping paper is very much appreciated

Don't let someone with mental illness be forgotten this

## HOLIDAY SEASON!

Please cut or tear on the dotted line and return the form to Richmond State Hospital



I would like to sponsor a Richmond State Hospital Patient for Christmas. Please send a Christmas "Wish List" to the following:

Contact Peron \_\_\_\_\_

Organization Name \_\_\_\_\_

Address \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

E-Mail Address \_\_\_\_\_

I, or my Organization, will sponsor \_\_\_\_\_ patients



If you have any questions, please call Richmond State Hospital at one of the following numbers.

Community Relations - 765-935-9394

Tara Jamison - 765-935-9217

Denise Townsend - 765-935-9352

Kathy Tuggle—765-935-9394

You may also e-mail us at

[Kathy.Tuggle@fssa.in.gov](mailto:Kathy.Tuggle@fssa.in.gov)

[Tara.Jamison@fssa.in.gov](mailto:Tara.Jamison@fssa.in.gov)

[Denise.Townsend@fssa.in.gov](mailto:Denise.Townsend@fssa.in.gov)



RICHMOND STATE HOSPITAL  
ADOPT-A-PATIENT PROGRAM  
498 NORTH WEST 18<sup>TH</sup> STREET  
RICHMOND, IN 47374

*Merry Christmas*