



NDInsider

The newsletter of Indiana's

NeuroDiagnostic Institute
and Advanced Treatment Center



- **WEAR A MASK!**
- **DON'T TOUCH YOUR FACE!**
- **WASH YOUR HANDS!**
- **SOCIAL DISTANCE!**
- **BE KIND!**

WELCOME

NEW EMPLOYEE ORIENTATION DATES

- August 10- 21, 2020
- September 7- 18, 2020
- October 5- 16, 2020

From the Desk of the Superintendent:

I commend you all for persevering and taking care of business, day in and day out. The constant uncertainty and disruption to our personal lives cannot help but have an impact on us, both individually and as a collective. Having limited access to friends, family, and social gatherings further stresses each of us. I wish that I could slow down the pace of change; however, I cannot. Therefore, I apologize in advance for the following necessary recap of this month's COVID-related updates.

First, the basics: The CDC lists a total of 11 common symptoms of COVID-19, among the most definitive **are cough, chest congestion, shortness of breath, fever, and/or a change in the sense of smell or taste**. If you experience any of these five symptoms, I encourage you to pursue COVID testing.

For those personnel who are quarantined at home due to COVID concerns, repeated negative testing is no longer recommended for clearance to return to work. Current CDC recommendations related to healthcare personnel are as follows:

- ❖ At least 10 days passing since the onset of symptoms.
- ❖ No fever for 24 hours (without the use of fever reducers).
- ❖ Continual improvement (not absence) of symptoms.

Further facts to keep in mind:

- ❖ While SARS-CoV-2 viral RNA can be detected for several weeks, the presence of intact, infective virus has not been noted beyond nine days from first contraction of symptoms.
- ❖ From time to time, NDI has had individual staff members who have tested positive for COVID-19. We have our own tracing processes in place for potential positive contacts, in addition to the work ISDH is doing in this effort. It is a delicate balance between adhering to the regulations surrounding the protected health information of our staff, while striving for the ultimate safety of same. We are making every effort to both honor that balance and to serve you--our staff.
- ❖ July patient flow status was affected by adding 2E as a second, adult admission quarantine unit, which positively influenced an increase in the adult patient census. It is our intent to re-open 2E as our Psych-Med Unit upon securing adequate staffing. Once this occurs, we will transfer patients needing 2E resources, returning 4W to a young adult-focused unit.

[continued]

As of last weekend (07/25-07/26), a male patient on the Adolescent Unit tested positive for the COVID virus. I will summarize the current recommendations as provided by the CDC and our ISDH consultant, concerning healthcare workers:

- ❖ Masks should be worn at ***all*** times.
- ❖ Regarding staff self-quarantine, the current recommendations are: Having exposure to a known COVID-positive individual, without the use of PPE, should result in 14 days of self-quarantine. I cannot stress enough the importance of wearing a mask at all times, other than while eating or alone in a secluded office space.
- ❖ We encourage staff to undergo testing any time they are concerned with possible exposure. A positive test will result in immediate self-quarantine. The current recommendation for return-to-work is, again, as outlined in the five points above.
- ❖ We are requiring that patients on the Youth Units wear masks when not in their respective rooms. Receiving this cooperation from patients has been variable.
- ❖ Due to the recent development of several adolescent males having tested positive (one with symptoms), we are designating 3W as an adolescent male *isolation* unit. The 3E swing beds will accommodate COVID-negative adolescent males.
- ❖ As of 07/30/2020, all Youth Unit patients underwent nasal swabs, and of the 35 patients tested, *all* have now received negative testing results.
- ❖ All youth patient admissions have been postponed for the time being, along with youth visitation and home visits, until there is a better understanding of who has become infected and who has not.
- ❖ I will be reviewing seclusion and restraint procedures for working with COVID-positive patients, as well as patients with symptoms suggestive of COVID. With respect to infection control, these latter individuals are sometimes referred to as "Persons of Interest" or PUIs.

Ending on a positive note, I have observed an increased adherence to our mask policy, which is gratifying to see. Our mantra remains the same: Wear your masks in the hospital and while in your communities; wash your hands frequently, use hand sanitizer when soap and water is not readily available, and be aware of physical distance while socially connecting.

Speaking of connection, that is the key to navigating this moment in our country's journey. Staying connected by way of educating ourselves, applying that knowledge to the best of our ability, and remaining open to sharing what we have learned with others.

Attention Staff: Please check your email for a Patient Safety Survey that will be *coming soon*. We are collecting data to improve the quality of patient care at NDI. It will only take a few minutes and your input is very valuable. Your participation is anonymous, and answers are confidential.

Thank you for your time to complete this important survey.

NDI DASHBOARD

Recruitment News

Be sure to check the website for all open vacancies at workforindiana.in.gov.

NDI Census July 2020

Admissions: Adult- 15 / Youth- 1

Discharges: Adult- 2 / Youth- 3

Current Census: Adult- 48 / Youth- 20

UPCOMING REFRESHER CLASSES: BRIDGE BUILDING AND CPR

To All Staff: Please watch your email for dates to complete your refresher class. Contact your supervisor or Staff Development with any questions.

CPR (Tuesdays)

August 4- 8:00- 12:00
 August 18- 8:00- 12:00

September 1- 8:00- 12:00
 September 15- 8:00- 12:00
 September 29- 8:00- 12:00

BRIDGE BUILDING (Wednesdays)

August 5- 8:30- 12:00
 August 19- 8:30- 4:30 (FULL DAY)
 August 26- 8:30- 4:30 (FULL DAY)

September 2- 8:30- 4:30 September 16- 8:30- 4:30
 September 23- 8:30- 4:30 September 30- 8:30- 4:30

Notes from the IT Department

• Getting Help

- Please submit all requests for help, including requests to check out equipment, by emailing us at NDIHelpdesk@fssa.in.gov.
- Please note that there is a group that is similarly named. If the autofill gives you the address with the # symbol in front, that is the wrong one. We are working with IOT to get rid of it. Also when submitting tickets, do not cc or include anyone else on the email. The program that transfers the email to the ticketing system chokes on anything it does not expect.

• Kronos

- If you need help with Kronos, please send an email to: fssapayroll@fssa.in.gov and cc Scott Munoz and your supervisor (if appropriate).
- It is very important to make sure to avoid hitting the [Approve] timecard button accidentally; **it will not warn you when you do so**. While the timecard is in "approved" status, punches will not be allowed.
 - If an employee approves their own timecard, the grid will change from white to a pale yellow.
 - If a manager approves an employee's timecard the grid will change to a bright yellow.
 - To unapprove the timecard, select the dropdown arrow next to approve timecard (located above the date column on the website or in the bottom right corner of the app) and select "Remove Timecard Approval." That will change the grid back to white (if the employee did not approve their timecard) or pale yellow (if the employee did approve their timecard).
- Remember we are double-entering time in Kronos, and either paper A-4s or PeopleSoft at least for the next month.
- Remember that special leave circumstances like FMLA and new-parent leave can only be processed in PeopleSoft.

• Computer Patching

- It is critical that all individually assigned computers get restarted daily at the end of your shift.
- For shared computers, please try to reboot them nightly. If nightly is not possible, then please do it weekly at the very least.
- Do not turn off any computer, with the exception of laptops that are going home with you.
- Putting a computer into sleep mode or locking it does not count as a restart. When you restart the computer, you are done when the blue screen with the legal jargon is displayed.

BRIDGE BUILDING UPDATE

Please congratulate the following people on renewing their Bridge Building Instructor Certifications: Adams Akintunwa, Lena Allison, Erin Clampitt, Christal Esposito, Marc Gordon, Laurie Lee, Brittany Paradiso, Todd Peters, Diondrae Rice, Jenny Weber, and Kirsten Yamasaki. They are joined by our new Bridge Building instructors: Amanda Batson, Angela Bennett, Mandy Brooks, Adesuwa Omorogbe, and Crystal Robinson.

The founder of Bridge Building, Bobbie Simon, visited NDI on July 8 and 9, to certify our NDI staff who volunteer as Bridge Building instructors. She put the class through various scenarios and rigorous physical demonstrations, to keep their de-escalation skills sharp. Time was taken to address staff concerns during codes and a new curriculum has been developed.

On July 9, instructors were given a Certificate of Completion. **Diondrae Rice was named Bridge Building Instructor of the Year! Please congratulate him for all his hard work and dedication. He is most certainly an irreplaceable asset at NDI. Thank you, Diondrae, for all you do!**

Beginning with new employee orientation on August 10, Bridge Building for all new staff will be two full days, one full day of verbal de-escalation strategies, and one full day on physical restraint. The goal of Bridge Building is to verbally de-escalate so there is a significant decrease in restraint and seclusion. Physical restraint should always be the last resort if/when a patient is in danger of harming themselves or others.

Staff who are required to take Bridge Building must complete a yearly refresher class. Beginning August 19, all Bridge Building refresher classes will be one full day, 8:30- 4:30. If you have any questions about your class date, please contact Giovanna Gallagher or Ann Ford.

CERTIFICATES OF EXCELLENCE

June/ July 2020



Congratulations to the following employees for their leadership. We appreciate and value your hard work to make NDI the best it can be.

6/25/2020	Sharnitta Norfolk	7/9/2020	Kirsten Yamasaki
7/2/2020	Bobola Oyedeji	7/9/2020	Adams Akintunwa
7/2/2020	Abiola Kolurejo	7/15/ 2020	Adesuwa Omorogbe
7/9/2020	Diondrae Rice	7/16/2020	Adesuwa Omorogbe
7/9/2020	Todd Peters	7/25/2020	Damon Warner
7/9/2020	Brittany Paradiso	7/25/2020	Marty Bennett

HAPPY BIRTHDAY

Rich Taylor- 7/1

Christianna Wilhite- 7/1

Bria McDuffie- 7/2

Irene Whitney-Jameson- 7/2

ReGine Garrett- 7/6

Adrienne Nance- 7/8

Jasmine Gordon- 7/9

William Armstrong- 7/11

Debo Abedotan- 7/15

Jalea Chadd- 7/15

Rachel Klink- 7/15

Brian Larimer- 7/15

Samuel Rubek- 7/15

Taye Akinkuehinmi- 7/16

Michelle Sopetti- 7/18

Charity Swan- 7/21

Lena Allison- 7/27

Anthony Cochran- 7/29

Hali Foxworthy- 7/30

Jimmie Rogers 7/30

Femi Ijimakinwa- 7/30

Dennis Flanagan- 7/31

Hugh Taylor- 7/31



Dan Knapp- 8/1

Caitlin Montgomery- 8/3

Jamie Tuggle- 8/11

Mignonette Daniels- 8/14

Afolake Akinyosoye- 8/15

Erin Clampitt- 8/16

Bridget Idahosa- 8/16

Robert Feczko- 8/17

Leigh Ann Holmes- 8/18

Michael Donaldson- 8/19

Jahlisa Adekoya- 8/20

Kevin Bell- 8/20

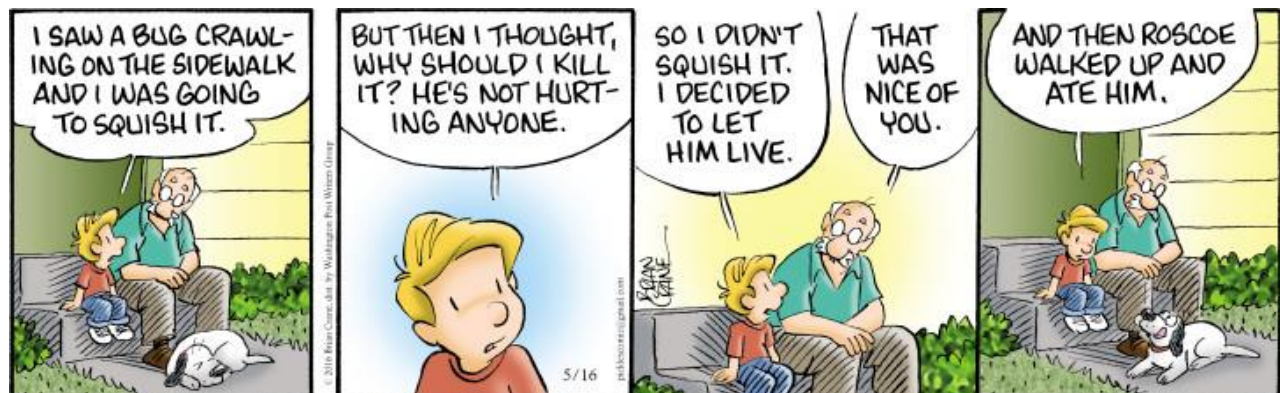
Ashley Murphy- 8/25

Adams Akintunwa- 8/27

Joe Uberto- 8/28

Laurie Lee- 8/30

Galinda Ervin- 8/31



Healthy Horizons

Healthy eating is essential for a healthy body and mind.

If you have a favorite *healthy* recipe or any other selfcare tip you would like to submit for the newsletter, email it to Giovanna.Gallagher@fssa.IN.gov. If you can, include a picture.

This month's recipe is corn and bean salad. The ingredients in this recipe can be adjusted or something can be added or left out to match your tastes and dietary needs. Don't be afraid to play with flavors. ☺

INGREDIENTS

2- 15 ounce cans black beans drained and rinsed (other beans can be substituted)

1 1/2 cups corn kernels fresh, frozen or canned

1 small package of cherry tomatoes (cut in half)

1/4 cup red onion minced

1 red, yellow, orange, **or** green bell pepper diced

1 avocado peeled, pit removed and diced

1 jalapeno pepper ribs and seeds removed, then chopped

1/3 cup cilantro leaves chopped-- fresh or dried
(if you don't like cilantro, leave it out)

1/3 cup olive oil

1/4 cup lime juice

2 teaspoons honey

1 teaspoon chili powder

1 teaspoon cumin

salt and pepper to taste



INSTRUCTIONS

Cook corn according to directions then set aside to cool. (I boiled 4 ears and cut it off the cob)

Place the black beans (drained and rinsed), corn, red onion, red bell pepper, and jalapeno in a large bowl, refrigerate until you are ready to mix in the dressing. Keep avocado on the side until ready to serve.

If you like a lot of dressing, then, In a small bowl, whisk together the cilantro, olive oil, lime juice, honey, chili powder, cumin and salt and pepper. I suggest keeping it on the side and add it slowly.

My variation: 2 tablespoons of olive oil, 1 tablespoon of honey, 2 teaspoons of chili powder, 2 teaspoons of cumin. I mixed it in right before I served it. I used much less onion than the recipe calls for and kept the avocado separate (in case we didn't finish the salad, there would not be brown avocado mixed in the following day). Next time I am going to add another jalapeno and make this with grilled chicken to serve it as a main dish instead of a side salad.

Take Care of Yourself

Dr. Andresen

Have you recently noticed having trouble remembering things? Do you feel as if you cannot pay attention the way you used to? Maybe you can't find the words you are trying to use when speaking? Lots of people with these problems start to worry that they are developing dementia or wonder if they may have undiagnosed ADHD. Sound familiar? If this is not you, I bet you might have had a "joking" conversation with someone *about* these issues recently.

The thing is, anytime something stressful happens (from sleeping poorly at night or catching a cold, to a pandemic and chronic social injustice) your limbic system lights up deep inside your brain. The limbic system is the emotional center of the brain, where the world gets simplified into "bad/scary" and "good/let's do more of that," to help us survive. When our ancestors were running from saber-toothed tigers, this was great! They saw the tiger, their limbic system freaked out, they ran away, emergency over, limbic system back to normal. However, with modern stressors (such as the current pandemic) the limbic system does not know when or how to quit. For example, you might find yourself worrying about a performance review for weeks ahead of time and still feel anxious afterward. There is no clear, concrete way for our primitive brain to realize that the "scary thing" is over. Our modern "tigers" never completely go away.

The above example is bad enough—who wants to feel stressed all the time? Unfortunately, due to the way the brain is hooked up, when you're stressed out your brain doesn't work as efficiently as usual: you can't pay attention, it's harder to problem-solve, you're less organized, and you can't find the words you want to use. It may become more difficult to learn and remember things. When the limbic system is very active (((stressed))), the frontal lobe (logic, reasoning, memory, and planning) physically cannot do its job the way it normally does. It becomes a seesaw: emotions up = reasoning/control down; reasoning/control up = emotions down. We have some control over this. For example, instead of thinking that my coworker is mad at me because she didn't say, "Hi!" when I passed her in the hallway, I can remind myself that she's super busy and preoccupied, and it probably had nothing to do with

me; however, that control is limited. At a very basic brain level, few of us are at our best right now because our emotional brain is overriding and eroding our logical, thinking brain.

Written out in such a manner, this may sound awful. We are at the mercy of our brains, and our brains are not working efficiently right now. So, what can we do?

- ***Give yourself and everyone else a little extra grace.*** we are all trying our best, and our best is probably not as good as it otherwise might be, through no fault of our own.
- ***Intentionally practice self-care!*** Figure out how to get the right amount of sleep for you. Try to eat as healthy as you can (in moderation—everybody needs a treat now and then). take a little time to do something you enjoy (take a 5-minute walk , do some “adult” coloring, read a magazine, sing a song, interact with your kids, hide in your bedroom away from your family for 10 minutes while someone else is occupying your kids, etc.).
- ***Do some deep breathing,*** which calms down the limbic system and amps up the frontal lobe all on its own.
- ***Embrace compensatory strategies.*** Take notes, use a calendar more than usual, take the extra time to plan out how you’re going to do that big project, by breaking it down into smaller steps. There is absolutely no shame in any of these suggestions—it’s the smart thing to do!
- ***Restrict your consumption of the news/social media to certain times of the day.*** Constant reminders of all the stressors going on in the world right now do not help. Stay informed but do not become over saturated. Make sure you’re getting and/or taking frequent breaks.
- ***Realize that you are not broken because the world seems more complex than usual right now,*** and you may feel as if you cannot think clearly. This is just the way humans are built, and it will improve in correlation with the circumstances. Remember—we are all in this together!