



# NDI Insider

The newsletter of Indiana's

## NeuroDiagnostic Institute and Advanced Treatment Center



### THANK YOU!



### NDI CELEBRATES NURSING STAFF!

Friday, May 8, 2020, NDI nurses were celebrated with a carnival. The staff was treated to fair food complete with popcorn, hot dogs, and cotton candy.





**What you do makes a difference and you have to decide what kind of difference you want to make.**

**-Jane Goodall**

**NDI DASHBOARD**

**Recruitment News**

Be sure to check the website for all open vacancies at [workforindiana.in.gov](http://workforindiana.in.gov).

**NDI Census April/ May 2020**

April: Census on 4/30/2020: 55

Admissions: 5 adult

Discharges: 17 adult / 4 youth

May: Census on 5/14/2020: 48

Admissions: 3 youth

Discharges: 6 adult / 4 youth

**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)**

- June 9 8:00- 12:00**
- June 23 8:00- 12:00**
- July 7 8:00- 12:00**
- July 21 8:00- 12:00**

**BRIDGE BUILDING (Wednesdays)**

- May 27 8:30- 12:00**
- June 3 8:30- 12:00/ 1:00- 4:30**
- June 10 8:30- 12:00 (replacing July 8 class)**
- June 24 8:30- 12:00**
- July 1 8:30- 12:00**
- July 22 8:30- 12:00**
- July 29 8:30- 12:00**

## NEW EMPLOYEE ORIENTATION DATES

May 18- 22, 2020

- Bridge Building (NEO) 5/20/2020
- CPR (NEO state employees only) 5/22/2020

June 15- 26, 2020

- Bridge Building (NEO) 6/17/2020
- CPR (NEO state employees only) 6/19/2020

July 13- 24, 2020

- Bridge Building (NEO) 7/15/2020
- CPR (NEO state employees only) 7/17/2020



## **BROKEN PIECES: Humility**

On May 7, 2020, the New York Times published an opinion piece by the son of Gabriel Garcia Marquez, the famed author of “Love in the Time of Cholera” that has been re-read by millions during this pandemic. One of the lines from his beautiful letter is:

“Despite the great advances of science and the much-celebrated ingenuity of our species, our best defense so far is to simply stay indoors, to hide in caves from the predator. It’s a humbling moment for those with at least a little inclination toward humility.”

As we start to contemplate coming back outside, our humility should remain. It is the quality that will sustain us through the weeks and months of change ahead. It will remind us that we need to keep searching for answers and listening. Humility keeps us grounded in our need for each other.

In a funny turn of events, we also talked about humility in our executive team meeting this week talking about Level Five Leadership, which was defined by Jim Collins in his book “Good to Great.” He describes the most effective leaders as “the triumph of humility and fierce resolve.” He has four key qualities that this type of person manifests. The one that seems most relevant to us as we continue to help Hoosiers who need our leadership now more than ever is what he calls the Stockdale Paradox:

*Deal with the brutal facts of your current reality—while maintaining absolute faith that you’ll prevail.*

This finding is named after Admiral James Stockdale, winner of the Medal of Honor, who survived seven years in a Vietcong POW camp by hanging on to two contradictory beliefs: His life couldn’t be worse at the moment, and his life would someday be better than ever.

To do this, we must hold both disciplines—faith and facts—at the same time, all the time.

Dr. Jen Sullivan

# CERTIFICATES OF EXCELLENCE

APRIL / MAY 2020



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

## APRIL RECIPIENTS

4/1/2020	Rachel Klink
4/1/2020	Leigh Holmes
4/1/2020	Mary Myers
4/1/2020	Cheryl Moore
4/2/2020	Lisa Smith
4/8/2020	Bridget Idahosa
4/10/2020	Irene Jameson
4/17/2020	Angela Bennett
4/20/2020	Michele Wood
4/26/2020	Afolake Akinyosoye
4/27/2020	Sharon White
2/27/2020	Sabrina DeVol

## MAY RECIPIENTS

5/1/2020	Cathy Burnett
5/2/2020	Marcie Taguchi
5/2/2020	Mackenzie Gray
5/4/2020	Vernell Martin
5/5/2020	Vittoria Tucker
5/9/2020	Sharnitta Norfolk
5/10/2020	Bridget Idahosa
5/10/2020	Stella Ilemobayo
5/10/2020	Karen Hudson
5/10/2020	Jimmie Diane Rogers

“Trauma-informed care shifts the focus from:  
**‘What’s wrong with you?’** to  
**‘What happened to you?’**”

# COVID-19 Quarantine/Isolation Plan- Dr. Jerry Sheward

## Adult Plan

2W three- bed subunit: beds W217, W218, and W220 will be used to isolate confirmed COVID-positive patients until recovery and transfer to general population units.

2W eight- bed main unit: W221, W222, W223, W224, W226, W227, W228, W229 will be used to quarantine new adult admissions whose COVID status is unknown.

2E three- bed flex beds: E227, E226, E225 will be held in reserve along with the rest of the 2E unit until we have more confidence they will not be needed during a secondary surge after “stay at home orders” are relaxed. 2E unit staffing will be moved to 7W in the interim help relieve the adult wait list.

## Adolescent and Youth Plan

The 3E five- bed flex area: E336, E334, E333, E332 will used on a rotation basis to quarantine adolescent and youth admissions. Room E335 is not currently in service due to a ceiling leak coming from the roof membrane, above that we have not been able to trace to its source and fix yet. Room E362, which is the current exam room, will be converted into a small shared patient area after medical equipment is removed and a TV party cart or alternative entertainment/treatment equipment can be set up. Based upon the specifics of the patients being admitted, not all four beds may be used in any given cohort.

We believe that we can safely combine adolescent females with one youth patient in room E336 separated by unused room E335. If needed, that same room (E335) could be used to isolate one COVID- positive adolescent/youth at a time, given it is not otherwise occupied. The doors in this area, leading to the elevators, will be interlocked to prevent both being open at the same time. We will rotate cohorts through this area and minimize time in quarantine by using repeat PCR testing upon admission and after 72 hours of observation. As unit 3W has the lowest census now, we will start with adolescent males, followed by a cohort of females/youth.

Adolescent male patients on 3W, needing to leave their unit, will be escorted through the youth area, as has been done safely and successfully in the past.

## General Considerations

This plan minimizes the need for new treatment spaces or additional unit staffing, though there will be increased staffing pressures to supervise these identified sub-units. PPE use will be consistent with CDC guidelines for the COVID status of the patients on the various units/sub-units. I want to express my appreciation to all staff who helped to brainstorm and formulate the plan, and who expressed a can-do attitude about handling the next phase of the COVID-19 response. We should expect this to represent the “new normal” for the foreseeable future. Once more, you have made me proud to be a part of NDI.

# HAPPY BIRTHDAY!

## APRIL

Michael Baker  
 Little Ford  
 Art Gentry  
 Nicole Mazanowski  
 Ray Gregory  
 Kelvin Graham  
 Alan Faulkner  
 Jaela Bates  
 Alexis Morse  
 Ashley Cummings  
 Brandon Spratt  
 Tiffany Briggs  
 Tangela Edwards  
 Shaunasti Moore  
 Alexandra Beloat  
 Danielle Grays

## MAY

Raekesh Winters  
 Rachel Jones  
 Edwana Frink  
 Tanisha Hardge  
 Jillian Merrill  
 Samantha Love  
 Michael Radford  
 Sharon Salinetto  
 Barbara Haase  
 Angela Drake  
 Ann Marie Huhn  
 Jeff Babb  
 Shante Harris  
 Kyle Jackson  
 Pam Conover

## MAY continued

Megan Miller  
 Amanda Hensley  
 Lisa Bales  
 Nathalie Harris  
 Vonda Montgomery  
 Andrea Scott



**May is**  
 Mental Health  
 Awareness  
 Month

**“Mental Health Month raises awareness of trauma and the impact it can have on the physical, emotional, and mental well-being of children, families, and communities. Mental Health Month was established in 1949 to increase awareness of the importance of mental health and wellness in Americans' lives, and to celebrate recovery from mental illness. Mental health is essential for a person's overall health. Prevention works, treatment is effective, and people can recover from mental disorders and live full and productive lives.” [www.youth.gov](http://www.youth.gov)**

**For additional information, visit <http://bewellindiana.com>**



### Introducing a New Timekeeping System!

The State of Indiana is excited to announce the selection of Kronos Workforce Central as our new timekeeping system! We have partnered with Kronos, the world leader in workforce management software, to make it easier for you to focus on your job, not how to track hours! This system will work in step with PeopleSoft to ensure we will have a simplistic and streamlined process for employees to track time. No more time clocks - you will be using your personal mobile device and limited kiosks for users without smart phones.

### Kronos Timekeeping has important benefits just for you!



“This is an exciting and important initiative that will allow us to continually revisit and modernize the way we manage our internal processes. By bringing us in line with the latest technology, we are another step closer to becoming a workforce that is enabled by automated, smart and user-friendly technology which will leave more time for us to all focus on the things that matter in our agency.

So much is possible for those who work hard, champion new efforts and challenge themselves to be their very best. I look forward to working with you all on this journey.”

Scott Blake, Director Administrative Services



#### Fast

Provides a fast and simple way to clock in and out by simply swiping your ID badge!



#### Accurate

Forget having to go back and remember when you clocked in. As long as you swiped your card, that information is already recorded and stored on your timecard!



#### Personalized

Your application is personalized to your role so you'll only see the features you need in this new easy to navigate application!

**Have any questions? Contact [FSSAPayroll.fssa@fssa.in.gov](mailto:FSSAPayroll.fssa@fssa.in.gov)**