



Division of  
Mental Health  
and Addictions.

*"People helping  
people help  
themselves."*

Logansport State Hospital

# The Spectrum

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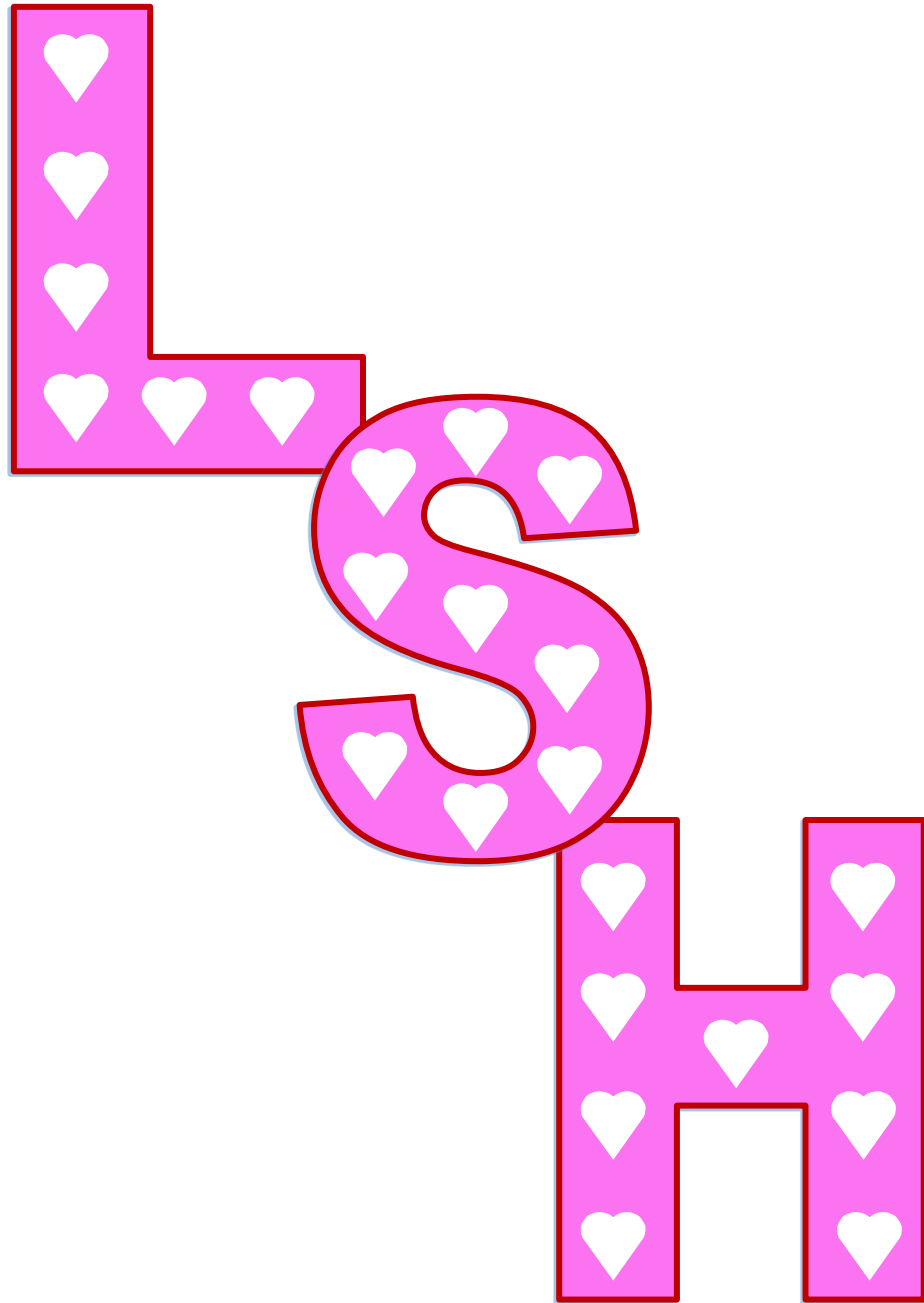
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Vol. 31, No. 2  
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2021



# POLICY UPDATES!

The following LSH policies were **reviewed and/or updated in January** (All Staff are to read all changed Policies)

- **IM-36 Electronic Medical Record: Interruption of Electronic Medical Record Systems** – *No changes*
- **A-4 Reporting Alleged Abuse, Neglect, or Exploit** – *No changes*
- **A-40 Student Internship / Practicum** – *No changes*
- **A-42 Personal Property Responsibility** - *No changes*
- **A-46 Monthly Fuel Activity Reports** – *No changes*
- **A-47 Monthly Fuel Costs** – *No changes*
- **A-48 Report of Vehicle Mileage and Costs** – *No changes*
- **A-49 Vehicle / Equipment Fuel Usage** - *No changes*
- **A-50 WEX Fuel Card** – *No changes*
- **A-53 Forensic Review Board** – *No changes*
- **C-38 Sentinel Event / Root Cause Analysis** – *Added 7<sup>th</sup> bullet point in Policy section to reflect Joint Commission Standard requirements.*

LSH Policies referenced can be found on the LSH intranet site in PolicyStat by following these steps:

- Go to LSH intranet home page
- Click on “Hospital Policies (PolicyStat)” button-top center of home page outlined in green
- PolicyStat User Name is your state email address
- Once in PolicyStat, use the search bar to find policies by number, name or key word
- To find FSSA, DMHA, and other SPH policies, click on “change location” in the blue bar at the top of the page

Policies available on PolicyStat are the current and official policies.



## **SPECTRUM**

Logansport State Hospital  
1098 S. State Rd. 25  
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# **WINTER WEATHER PROCEDURES**

Essential personnel to ensure the continued operation of the facility during severe inclement weather:

- Direct Care Staff
- Maintenance Staff
- Environmental Services Staff
- Medical Staff
- Nursing Care Staff
- Communication Center Staff

Winter weather procedures will be put into effect at LSH whenever snow accumulation, drifting, or extreme ice conditions warrant such action. These procedures may also be activated when these conditions are anticipated.

Notification of Winter Weather Procedures: Due to the type of facility and the need for 24 hour care of LSH patients, any weather bulletins made by the Governor for State employees and/or the Mayor of Logansport, Cass County Commissioners, or other surrounding counties or area cities, may not apply to LSH. LSH will negotiate authorization for travel for employees' from home to work when a traffic moratorium or curfew is declared by the Mayor of Logansport, Cass County Commissioners, or the State of Indiana.

## **LSH Telephone Information Hotline**

A telephone information hotline is available to assist in the dissemination of information regarding events that may affect the operation of the hospital, such as a weather emergency. The Superintendent or designee will provide updates concerning essential and nonessential staff, facility conditions, and attendance expectations.

To access the LSH Information Hotline:

- 1) Dial 3911 from inside the hospital (from any hospital extension)
- 2) Dial 737-3911 from any local Logansport area number (outside the hospital)
- 3) Dial 574-737-3911 from any cell phone or from any landline phone that is long distance from Logansport.

Current information pertaining to adverse weather conditions is available:

- 1) <https://exchweb.in.gov/owa/> to access your State email from home
- 2) <http://www.in.gov/dhs/traveladvisory/> for State and county travel advisories
- 3) LSH may be announced over the following radio stations:  
WSL-1230 AM                      WHZR 103.7 FM                      WLHM 102 FM

## **Direction during weather emergencies:**

The IRTC Communication Center will be the command center whenever severe weather dictates. The Central Nursing Office in the concourse will temporarily relocate to the IRTC Communication Center until deemed unnecessary. The command center will be directed by the Superintendent/designee or Senior Nurse Supervisor on duty.

The Superintendent/designee and/or Senior Nurse Supervisor will be responsible for coordination of all weather related activities including:

- Removal of snow and ice on grounds and parking lots-contact Physical Plant Department/Maintenance
- Transportation of local staff to work-an employee will be assigned to drive a 4-wheel drive state vehicle to pick-up staff located within city limits
- Food-contact Dietary
- Linens-contact Environmental Services
- Medical supplies-IRTC Communication Center has a key to Material Management
- Assignments of clinical staff

**Employee Responsibilities:**

1. All employees scheduled to work should make every effort to come in.
2. Upon arrival all essential employees must call the Communication Center regarding assignment/special duty.
3. Essential employees scheduled to work and who are snowed in, should call the IRTC Communication Center for instructions. An attempt will be made to transport employees within the city limits.
4. Essential employees with scheduled time off or pass day are encouraged to call in to see if extra help is needed.
5. All non-essential employees who make it to work should notify their supervisor upon arrival. The supervisor/designee will call in the staff count to the Communication Center.
6. In emergency conditions, all staff residing on grounds are expected to report to work and notify the IRTC Communication Center for assigned duties.
7. Employees on duty or able to arrive when snow or inclement weather conditions develop may be assigned duties out of their job classification to meet the needs throughout the hospital campus.
8. Employees may be required to work extra shifts for operational necessity. Arrangements will be made for sleeping areas if needed.
9. Employees scheduled but unable to report to work due to weather conditions must use personal leave to cover their absence, or may be granted vacation leave or authorized leave at the discretion of the appointing authority.

**Arranging Transportation for essential personnel:**

- The Senior Nurse Supervisor on duty will determine the need for providing transportation to LSH from along designated top priority snow removal routes in Logansport. When in effect, pick up times and locations will be arranged with the IRTC Communication Center as advised by the employee's availability.

**Logansport State Hospital resources include:**

- The escort service through the nursing department will be able to provide emergency transportation during inclement weather conditions.

- Physical Plant Department/Maintenance will assist with transportation as well as snow removal on hospital property and will assist with other duties as deemed necessary/essential.
- All arrangements for transportation or assistance are to be made through the IRTC Communication Center Senior Nurse Supervisor on duty.

**Community Agencies:** The Cass County Emergency Management Agency (Cass Co EMA) may assist with transportation of personnel and may also assist with other duties as deemed appropriate/necessary. The Safety Director (or designee) will be the liaison between LSH and the Cass County Emergency Management Agency to plan and coordinate efforts during emergency weather situations or conditions.

**Government Agencies/Organizations:**

1. The State Highway Department may assist with snow removal on the hospital grounds.
2. Local and county Highway Department personnel may be contacted (if so needed) to check on road conditions and assistance (for snow removal if time and conditions permit) in reaching essential hospital personnel.
3. Other government agencies to contact include, but are not limited to the following:
  - Logansport Police Department
  - Cass County Sheriff's Department
  - Indiana State Police
  - National Guard (Cass Co EMA will contact if necessary)

The above agencies have been noted for assisting medical facilities in emergency situations, if time, conditions, other emergencies, and duties permit and may be contacted if the need arises.

**Maintenance Functions - Related to Severe Cold/Snow Disaster**

When inclement weather occurs, the IRTC Communication Center staff will call the Grounds Foreman. The Grounds Foreman assures adequate staff coverage to remove snow from parking lots, sidewalks and building entrances.

**Pharmacy Snow Emergency Procedures**

When a weather emergency is announced by the hospital, all pharmacy employees are to call the Director of Pharmacy by 7:30 a.m. and describe their situation. Employees living near snow route pick-up points are to make arrangements to be picked up if they are not able to get to work on their own. A Pharmacist must be available. The Pharmacist On-Call phone number is 765-480-7697.

# CHANGES

The following is a list of individuals that were welcomed as new hires at Logansport State Hospital employees in 2020:

Bennett (Davis), Jennifer	Lewis, Aidan
Bowyer, Katie	Likens, Megan
Breidinger, Haley	Main, Ashlyn D
Brummitt, Chris	Mappin, Brianna
Burt, Tabbitha	Marks, Cordell J
Butcher, Kathryn	Martin, Kevin
Cattorn, Christian	McMahan, Amy
Conrad, Haylee	McVay, Drew
Conrad, Kelsie	Melton, Ruth
Cress, Tina	Michael, Mark A
Denny, Christian	Morley, Iliah
DePue, Robert	Morris, Philip
Ehase, Kelsie	Murray, Jacob
Emery, Kyle	Pena, Tomas A
Freidline, Sheri	Peterson, Amber L.
Fritz, Bryer	Reyling, Tracey
Galvin, Annette	Rice, Zachary
Gibson, Jeremy	Roland, Dillon
Hananwalt, Charmie	Rush, Aaron
Hardy, Isiah	Scheibly, Kristy
Harrington, Lisa	Scott, Zayne
Hart, Zosima	Seward, Jessica
Hartleroad, Maureen	Shafter, Peyton
Hayden, Tiffany	Sharp, Linda
Hazelett, Sally	Shepard, Wilma
Horn, Mark S.	Shireman, Joshua
Ironmonger, Kandi R	Sivits, Laura
James, Jessica	Small, Devin
Kindade, Venus	Spanier, Kyle
Kistler, Aaron	Strong, Brittany
Kistler, Carol	Whitley, Malekhi JS
Kistler, Kim	

Please help me welcome the following new hires that were hired in January and February.

January's New Hire class.

Browning, Alyssa	RT4-LTC
Garrison, Adam W	SAT-IR2W-eve
Kelley, Aaron	Laborer
Kestle, Elijah	SAT-L1N-eve
Knapp, Nicholas	Comm Oper
Nunn, Christina	CN3-L2S
Pitner, Gloria	SAT-L1N-mid
Verdusco, Amanda	SAT-L1N-eve
Warf, Billie	Comm Oper

February's New Hire class

Baez, Monica	Housekeeper
Gordon, Abigail	SAT-L1N-mid
King, Iliah R	SAT-L1S-eve
Thede, Patty	SAT-IR1W-mid

Welcome to Logansport State Hospital, we hope you have many years of success.

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Interim Social Services Department Director Change

Please join me in welcoming Elizabeth Mills as the Interim Social Services Director. Social Work questions or clarifications are to be directed to her during this period.

Dr. Meadows

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Attendant Supervisor Changes

I am pleased to announce that Andrew Bobis-Renberg accepted the LTC evening shift Special Attendant Supervisor position. He will start February 28, 2021. Please join me in welcoming Andrew to his new role on Larson.

Dawn Sell, RN, MSN  
Director of Nursing  
Logansport State Hospital

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I am pleased to announce that Jerral Deford accepted the LTC evening shift Special Attendant Supervisor position. He will start February 28, 2021. Please join me in welcoming Jerral to his new role on Larson.

Dawn Sell, RN, MSN  
Director of Nursing  
Logansport State Hospital

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I am pleased to announce that Justin Blankenship accepted the IRTC evening shift Special Attendant Supervisor position. He will start February 28, 2021. Please join me in welcoming Justin to his new role on Isaac Ray.

Dawn Sell, RN, MSN  
Director of Nursing  
Logansport State Hospital

## From the Superintendent's Desk –

As much as it may seem trite to begin with a quote from the dictionary, when we speak of culture, some initial clarification is in order. There are seven definitions cited for the word 'culture'. For our purposes, we will concentrate on the seventh, which is, "the values, typical practices, and goals of a business or other organization, especially a large corporation."

As everyone knows by now, the information that was gathered as a result of the individual Skip-Level meetings held in October laid bare the fact that we do have some systemic culture issues here at LSH. In the ensuing months, your leadership has taken a hard look at these and is making a concerted effort to address them. The first step in our improvement plan has been to do a detailed audit of the current culture. We decided that the quickest and best way to find out what folks think was to simply ask. We chose to do this through an anonymous online survey. Over two hundred of you took the opportunity to be heard, and for this we are profoundly grateful. It is my hope that you will take some time to look over the results, which were sent out by email to everyone on Friday, February 19.

When I looked at what everyone reported, I saw immediately that we need to look at some very basic values, especially trust, communication, equity, and respect. The fact that these would emerge is especially telling, because without them, institutions like ours simply cannot function effectively.

Now that we have an idea what our most pressing issues are, we must all work together to improve. I can't think of a better set of guiding principles than the ones I've been teaching new hires for over a year now, and those are the Five Principles of a High Reliability Organization. I've taken the liberty of paraphrasing them here:

- Be on the Lookout for Failure – Everyone needs to be on the lookout for weak spots in various processes and every employee should feel obligated and unafraid to report these concerns.
- Refuse to Settle – We don't turn our head when problems arise and we use data to inform our decisions. We refuse to keep doing something the way we've always done it simply because we have always done it that way.
- Have No Fear – Employees must be empowered to feel comfortable with voicing concerns without fear of retaliation.
- Be Resilient – We must be innovative and flexible when working through issues, always realizing that collaborating with the key players is the most effective way to eliminate confusion.
- Listen to the Experts – Experts aren't always those in leadership roles. Often the best picture of a situation comes from the "boots on the ground." Identify who has knowledge and leverage that knowledge. Create experts from within.

Your Executive Council has committed to modeling these concepts as we go forward. The tough job is going to convince the rest of you that we are serious. The fact that so many took the opportunity to share your thoughts in the survey is a great sign, but now we must go further and bring everyone to the table to talk to one another about the tough issues we are facing. The various Administrative Teams on both Service Lines and the Support Services have added a standing item to their regularly scheduled meeting agenda and have increased the frequency of these meetings to twice a month.



This extra time will allow everyone to engage in meaningful conversation about matters that concern us.

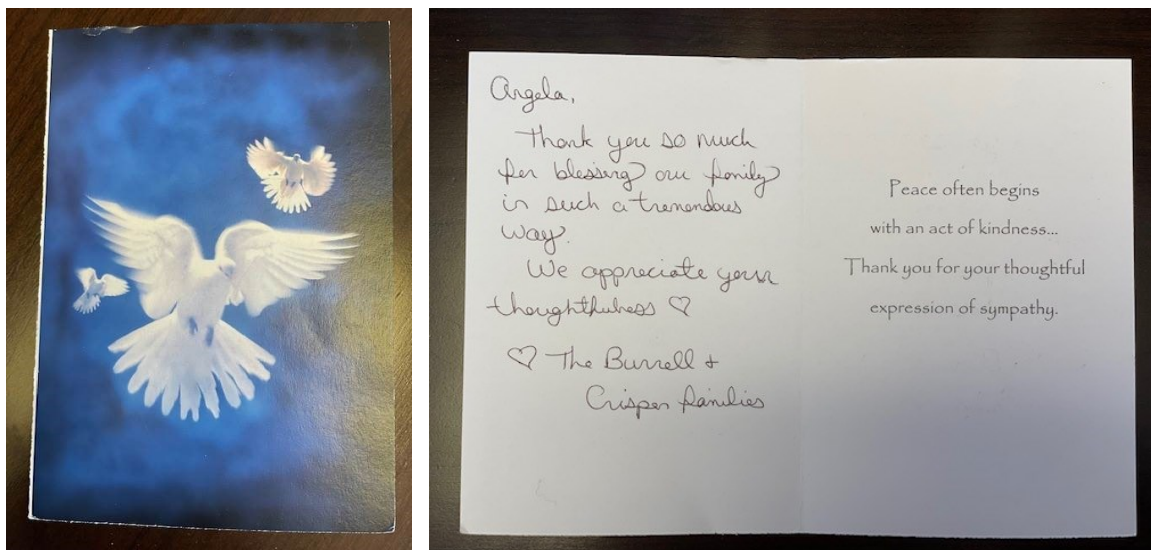
I'm aware that there is some hesitation to do so because some feel that what they say may be held against them. That is the past culture talking. Our job is to be as open and transparent as possible with one another as we have some tough conversations. If we can begin to do that, we can all look forward to a better LSH.

Thank you for all you do for our patients.

Greg

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*THANK YOU*



## American Heart Month

It's February – American Heart Month – a time when the nation spotlights heart disease, the No. 1 killer of Americans.

President Lyndon B. Johnson, among the millions of people in the country who'd had heart attacks, issued the first proclamation in 1964. Since then, U.S. presidents have annually declared February American Heart Month.

Throughout the month, the American Heart Association's "Heart to Heart: Why Losing One Woman Is Too Many" campaign will raise awareness about how 1 in 3 women are diagnosed with heart disease annually.

The first Friday of American Heart Month, Feb. 5, is also National Wear Red Day as part of the AHA's Go Red for Women initiative. Coast to coast, landmarks, news anchors and neighborhoods go red to raise awareness and support for the fight against heart disease. For more information on the event and other activities during the month, visit [goredforwomen.org](https://goredforwomen.org).

This year, the federally designated event is even more important due to the impact of the coronavirus on the public's heart health, including potential harmful effects on the heart and vascular system, according to recent research.

Also, during the COVID-19 pandemic, many people have delayed or avoided going to hospitals for heart attacks and strokes – netting poorer outcomes and prompting the AHA to create "Don't Die of Doubt," a national awareness campaign that reminds people that hospitals are the safest place to go when you have [symptoms](#).

And while in lockdown, more people have engaged in unhealthy lifestyle behaviors, such as eating poorly, drinking more alcohol and limiting physical activity, that can contribute to heart disease.

Meanwhile, heart disease continues to be the greatest health threat to Americans and is still the leading cause of death worldwide, according to the AHA's [Heart Disease and Stroke Statistics – 2021 Update](#).

The update, published in the association's flagship journal Circulation, reports that nearly 18.6 million people across the globe died of [cardiovascular disease](#) in 2019, the latest year for which worldwide statistics are calculated. That's a 17.1% increase over the past decade. And 523.2 million cases of cardiovascular disease were reported in 2019, a 26.6% increase over 2010. During American Heart Month, the AHA and other organizations reinforce the importance of heart health, the need for more research and efforts to ensure that millions of people live longer and healthier.

In most cases, heart disease is preventable when people adopt a healthy lifestyle, which includes not smoking, maintaining a healthy weight, controlling blood sugar and cholesterol, treating high blood pressure, getting at least 150 minutes of moderate-intensity physical activity a week and getting regular checkups.

Warning Signs of a Heart Attack

Catch the signs early

Don't wait to get help if you experience any of these [heart attack](#) warning signs. Some heart attacks are sudden and intense. But most start slowly, with mild pain or discomfort. Pay attention to your body and call 911 if you experience:

- **Chest discomfort.** Most heart attacks involve discomfort in the center of the chest that lasts more than a few minutes – or it may go away and then return. It can feel like uncomfortable pressure, squeezing, fullness or pain.
- **Discomfort in other areas of the upper body.** Symptoms can include pain or discomfort in one or both arms, the back, neck, jaw or stomach.
- **Shortness of breath.** This can occur with or without chest discomfort.
- **Other signs.** Other possible signs include breaking out in a cold sweat, nausea lightheadedness.



## Common Heart Attack Warning Signs



Learn more at [Heart.org/HeartAttack](https://www.heart.org/HeartAttack).

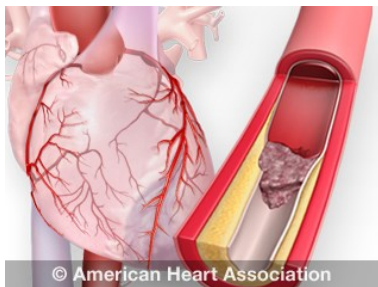
Symptoms vary between men and women

As with men, women's most common heart attack symptom is [chest pain](#) (angina) or discomfort. But women are somewhat more likely than men to experience some of the other common symptoms, particularly shortness of breath, nausea/vomiting, and back or jaw pain.

[Learn about the warning signs of heart attack in women.](#)

[Watch video: "Just A Little Heart Attack" – a short film directed by and starring Elizabeth Banks](#)

Don't hesitate to call 911



Learn the signs for heart attack, and remember: Even if you're not sure it's a heart attack, have it checked out.

Minutes matter. Fast action can save lives - maybe your own.

**Call 911** if you experience heart attack warning signs. Calling 911 is almost always the fastest way to get lifesaving treatment.

An emergency medical services (EMS) team can begin treatment when they arrive – up to an hour sooner than if someone gets to the hospital by car. EMS staff are also trained to revive someone whose heart has stopped. Patients with chest pain who arrive by ambulance usually receive faster treatment at the hospital, too.

For many reasons, it's best to call 911 so that an experienced EMS team can begin treatment and arrange rapid transport to the emergency room.

[Watch an animation of a heart attack.](#)

Learn more:

- Heart attack warning signs: [English \(PDF\)](#) | [Spanish \(PDF\)](#)
- [Stroke warning signs](#)

# Stroke Symptoms

By learning and sharing the F.A.S.T. warning signs, you just might save a life from stroke.

**F** | **A** | **S** | **T**  
FACE DROOPING | ARM WEAKNESS | SPEECH DIFFICULTY | TIME TO CALL 911

Use the letters in "F.A.S.T." to spot stroke signs and know when to call 9-1-1.

**Face Drooping** Does one side of the face droop or is it numb? Ask the person to smile. Is the person's smile uneven or lopsided?

**Arm Weakness** Is one arm weak or numb? Ask the person to raise both arms. Does one arm drift downward?

**Speech** Is speech slurred? Is the person unable to speak or hard to understand? Ask the person to repeat a simple sentence.

**Time to Call 9-1-1** If the person shows any of these symptoms, even if the symptoms go away, call 9-1-1 and get them to the hospital immediately.

## Additional Symptoms of Stroke

**If someone shows any of these symptoms, call 9-1-1 or emergency medical services immediately.**

### Sudden Numbness

Sudden NUMBNESS or weakness of face, arm, or leg, especially on one side of the body

Sudden Confusion Sudden CONFUSION, trouble speaking or understanding speech

Sudden Trouble Seeing Sudden TROUBLE SEEING in one or both eyes

Sudden Trouble Walking Sudden TROUBLE WALKING, dizziness, loss of balance or coordination

### Sudden Severe Headache

Sudden SEVERE HEADACHE with no known cause

Be prepared [Learn more about the stroke warning signs and symptoms.](#)

After Calling 911

Receiving timely stroke treatment is an important step to recovery. Learn why:

- [Why Getting Quick Stroke Treatment is Important](#)
- "Let's Talk About Stroke" patient sheets: [Stroke Diagnosis \(PDF\)](#)
- **Transient Ischemic Attacks are mini strokes, but a major warning sign.** [Learn more about Transient Ischemic Attacks.](#)

Cardiac Arrest Symptoms

### **SUDDEN LOSS OF RESPONSIVENESS**

No response to tapping on shoulders.

### **NO NORMAL BREATHING**

The victim does not take a normal breath when you tilt the head up and check for at least five seconds.

### **Emergency Treatment of Cardiac Arrest**

#### **Cardiac arrest can strike without warning**

Do you suspect someone is experiencing cardiac arrest? The signs are:

- **Sudden loss of responsiveness** – The person doesn't respond, even if you tap them hard on the shoulders or ask loudly if they're OK. The person doesn't move, speak, blink or otherwise react.
- **No normal breathing** – The person isn't breathing or is only gasping for air.

What to do

if you think the person may be suffering cardiac arrest and you're a trained lay rescuer:

- **Ensure scene safety.**
- **Check for response.**
- **Shout for help.** Tell someone nearby to call 911 or your emergency response number. Ask that person or another bystander to bring you an AED (automated external defibrillator), if there's one on hand. Tell them to hurry – time is critical. If you're alone with an adult who has signs of cardiac arrest, call 911 and get an AED (if one is available).
- **Check for no breathing or only gasping.** If the person isn't breathing or is only gasping, begin CPR with compressions.
- **Begin high quality CPR.** Push down at least two inches in the center of the chest at a rate of 100 to 120 pushes a minute. Allow the chest to come back up to its normal position after each push.
- **Use an AED.** As soon as it arrives, turn it on and follow the prompts.
- **Continue CPR.** Administer it until the person starts to breathe or move, or until someone with more advanced training, such as an EMS team member, takes over.

Learn more:

Learn why [the American Heart Association does not endorse “cough CPR.”](#) a procedure widely publicized on the internet.

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Last Reviewed: Jan 29, 2021

American Heart Association

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Wellness Wisdom



Wellness Committee

## FDA NEWS RELEASE

Coronavirus (COVID-19) Update: FDA Takes Action to Place All Alcohol-Based Hand Sanitizers from Mexico on Import Alert to Help Prevent Entry of Violative and Potentially Dangerous Products into U.S., Protect U.S. Consumers

**For Immediate Release:**

January 26, 2021

As part of the U.S. Food and Drug Administration's continuing [efforts to protect consumers](#) from potentially dangerous or subpotent hand sanitizers, the agency has placed all alcohol-based hand sanitizers from Mexico on a countrywide [import alert to](#) help stop products that appear to be in violation from entering the U.S. until the agency is able to review the products' safety. Over the course of the ongoing pandemic, the agency has seen a sharp increase in [hand sanitizer products](#) from Mexico that were labeled to contain ethanol (also known as ethyl alcohol) but tested positive for methanol contamination. Methanol, or wood alcohol, is a substance that can be toxic when absorbed through the skin and life-threatening when ingested. Methanol is not an acceptable ingredient in hand sanitizer or other drugs.

Under the import alert, alcohol-based hand sanitizers from Mexico offered for import are subject to heightened FDA scrutiny, and FDA staff may detain the shipment. As part of their entry review, FDA staff will consider any specific evidence offered by importers or manufacturers that the hand sanitizers were manufactured according to U.S. current good manufacturing practice requirements. This marks the first time the FDA has issued a countrywide import alert for any category of drug product.

"Consumer use of hand sanitizers has increased significantly during the coronavirus pandemic, especially when soap and water are not accessible, and the availability of poor-quality products with dangerous and unacceptable ingredients will not be tolerated," said Judy McMeekin, Pharm.D., FDA Associate Commissioner for Regulatory Affairs.

“Today’s actions are necessary to protect the safe supply of alcohol-based hand sanitizers. We will continue to work with our stakeholders to ensure the availability of safe products and to communicate vital information with the health and safety of U.S. consumers in mind.”

The FDA’s analyses of alcohol-based hand sanitizers imported from Mexico found 84% of the samples analyzed by the agency from April through December 2020 were not in compliance with the FDA’s regulations. More than half of the samples were found to contain toxic ingredients, including methanol and/or 1-propanol, at dangerous levels. The agency has posted and regularly updates a [list](#) of hand sanitizer products that consumers should not use, which include those that FDA has found to contain methanol and/or 1-propanol. In most cases, methanol does not appear as an ingredient on the product label.

The agency continues to take action to help prevent potentially dangerous or violative hand sanitizers from entering the United States by placing specific products on import alert, proactively working with companies to recall products and encouraging retailers to remove violative products from store shelves and online marketplaces. As part of these actions, the agency has also issued 14 [warning letters](#) since July 2020 for distributing hand sanitizer with undeclared methanol, inappropriate ethanol content, misleading claims—including incorrectly stating FDA approval—and improper manufacturing practices. The FDA continues to proactively work with Mexican government authorities, manufacturers and retailers to ensure potentially dangerous or violative products are not distributed to consumers.

The agency reminds manufacturers, distributors, repackagers and importers they are responsible for the quality of their products and urges manufacturers to test their raw ingredients to ensure they meet labeling specifications and are free from harmful contamination. The FDA recently issued a [guidance](#) outlining the agency’s policy for drug manufacturers and compounders to test alcohol or isopropyl alcohol for methanol contamination prior to using the alcohol to produce drugs, including hand sanitizer products.

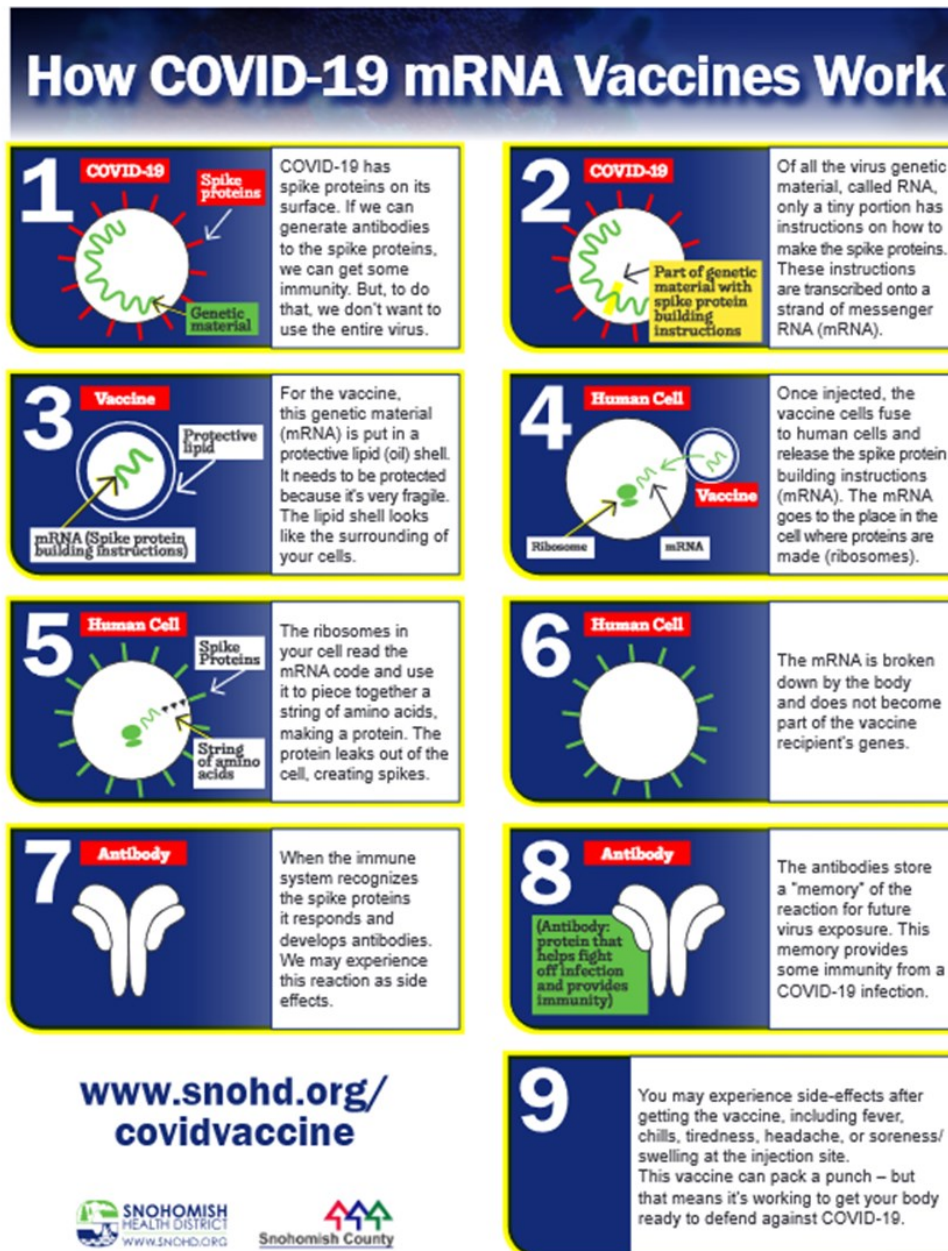
Methanol-contaminated hand sanitizers are a serious safety concern, and the FDA is aware of adverse events, including blindness, cardiac effects, effects on the central nervous system and hospitalizations and death, primarily reported to poison control centers and state departments of health. Methanol exposure can result in nausea, vomiting, headache, blurred vision, permanent blindness, seizures, coma, permanent damage to the nervous system or death. Although people using these products on their hands are at risk for methanol poisoning, young children who ingest these products and adolescents and adults who drink these products as an alcohol substitute are most at risk.

Consumers who have been exposed to hand sanitizer contaminated with methanol and are experiencing symptoms should contact their local [poison control](#) center and seek immediate medical treatment for potential reversal of the toxic effects of methanol poisoning. The FDA encourages health care professionals, consumers and patients to report adverse events or quality problems experienced with the use of hand sanitizers to FDA’s [MedWatch Adverse Event Reporting](#) program (please provide the agency with as much information to identify the product as possible). For more information, consumers should refer to the FDA’s guidelines on [safe use of hand sanitizer](#) as well as [a question and answer page](#).

Need help now? Call 9-1-1 if the person is unconscious or has trouble breathing. Call Poison Help at 800-222-1222 to connect to your local poison center. Learn more at <https://poisonhelp.hrsa.gov/>.



The FDA, an agency within the U.S. Department of Health and Human Services, protects the public health by assuring the safety, effectiveness, and security of human and veterinary drugs, vaccines and other biological products for human use, and medical devices. The agency also is responsible for the safety and security of our nation's food supply, cosmetics, dietary supplements, products that give off electronic radiation, and for regulating tobacco products.



## Resources to help make life easier

It has been an unprecedented time of increased stress and uncertainty while we continue to live through the COVID-19 pandemic. We can't always avoid stress, but we can make healthy choices to help manage it, such as keeping up good habits, taking a well-being break, or utilizing the available resources. Fortunately, you have access to a wide variety of programs, tools, and resources all designed to help you feel better.

Listed below are some of the resources available to you.

The Anthem **Employee Assistance Program (EAP)** is a free service for all full-time state employees and household members and can be a beneficial tool to improve your overall well-being. These tools and resources are available 24/7 and are completely confidential.

are available 24/7 and are completely confidential.

**Phone: (800) 223-7723** (24/7 support)

Access eight free face-to-face counseling sessions. Select option 1 to be connected to a trained EAP representative who will help you find a therapist that fits your specific situation. The representative will assist you in scheduling your initial appointment or provide you with a referral code for you to schedule an appointment through LiveHealth Online.

**Website: AnthemEAP.com** (Enter **State of Indiana** to log in)

Access all the Anthem EAP online tools and resources. Search topics such as burnout, anxiety, depression, meditation, and more.

**Be Well Indiana**

Managing mental health is essential for the well-being of Hoosiers across our state, and Be Well Indiana is here to help. The resources at BeWellIndiana.com have been compiled by the Indiana Division of Mental Health and Addiction designed to help Hoosiers stay connected and maintain their well-being. The information has been validated by local and national experts that you can trust.

**Get Support:** Access information on free resources such as the Be Well Crisis Helpline, Indiana 211, Crisis Text Line, National Domestic Violence Hotline, and more.

**Be Well Crisis Helpline:** Call: 211, Enter Your Zip Code and Press: 3. Speak with a trained counselor 24/7 regarding stress, anxiety, loneliness, or mental health strains due to the COVID-19 pandemic. Service is free and confidential.

**Video Resources:** Watch videos featuring experts from around Indiana. These experts will offer advice, tips, and coping mechanisms you can use to help maintain your mental health. Please note, that while they are a great resource, these videos are not a substitute for professional help.

**myStrength**

**myStrength** is an online tool available to help you and your eligible dependents manage stress, anxiety, chronic pain, and more. It's safe, secure and personalized – just for you. Track your health, enjoy activities, and become inspired.

### **Anthem Health Guide**

**Anthem Health Guides** work closely with health care professionals, like nurses, health coaches and social workers, to provide personalized and consultative support. They can help by providing behavioral health support if you or a family member are experiencing stress, depression and anxiety, or are dealing with drug and alcohol abuse or other personal issues.

### **Get connected**

Call (877) 814-9709

Register on anthem.com or the Sydney app. [Click for details.](#)

Indiana 2-1-1

**Indiana 2-1-1** is a free and confidential service that connects Hoosiers to local resources and services for food, housing, utility bill support, and more.

**Phone:** Dial **2-1-1** to get connected with a navigator (available 24/7)

**Text:** Text your zip code to **898-211** (available Mon.-Fri., 8 a.m. to 5 p.m.)

### **More Resources**

- [EAP Summary of Services](#)
- [Anthem Health Guide](#)
- [Sydney App Registration Info](#)
- [Anthem: myStrength Program Overview flyer](#)
- [Anthem: Managing Stress flyer](#)
- [Anthem: Steps to Stress Less flyer](#)

**National Suicide Prevention Lifeline:** 24/7 crisis resources via phone or chat

This information applies to employees enrolled in a medical plan through the State of Indiana and does not apply to conservation officers, excise officers, Indiana State Police plan participants, part-time, temporary employees or contractors.



*The Wellness Committee consists of:  
Mike Busch, Vicki Campbell, Mary Clem, Theresa Dexter, Maureen Guimont, Kris Keeler, Marcy LaCosse, Darrin Monroe, Julie Stapleton, Lucia Ward and Kenneth Zawadzki.*

# MONARCH

## performance & goals

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### Greetings State of Indiana Teammate!

Performance appraisals have been submitted and the 2021 performance review period has started, so now is a great time to look back and celebrate what *you* helped us accomplish during the last review period.



23,000+ employees were introduced to a new approach to goal setting and worked to achieve in excess of 125,000 goals.



66% of employees participated in the self-assessment step during the Performance Appraisal Process.

Keeping your manager aware of your progress and outcomes by participating in goal tracking and self-assessment helps you receive timely support and recognition, and allows your manager to assess your performance more accurately. These actions help improve the employee experience and allow our organization to continue delivering great government service.

As we look forward in 2021, we encourage you to watch for more performance management-related communications and to stay engaged with tools that will make managing your performance easier.

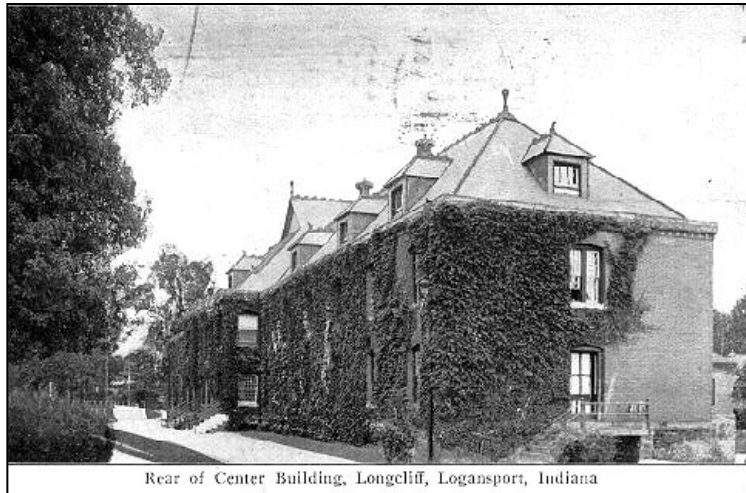
### During the 2021 review period, take these steps to manage your performance and improve your employee experience:



If you have questions, contact the Performance Management Division  
at [performancemanagement@spd.in.gov](mailto:performancemanagement@spd.in.gov).

# Longcliff Museum

Art-n-Facts  
Rear Center



1905 Public Charities Booklet (Buildings of 1900)...



July 30, 1902    Logansport Journal article on Longcliff

At the sound of the gong, they seated themselves.

As the bell again tapped, they commenced to eat.

After the meal, the tap of the bell brought the throng to their feet.

The second sound of brass started them moving in twos towards their wards.



Rear Center was located directly south across the road from the Administration Building

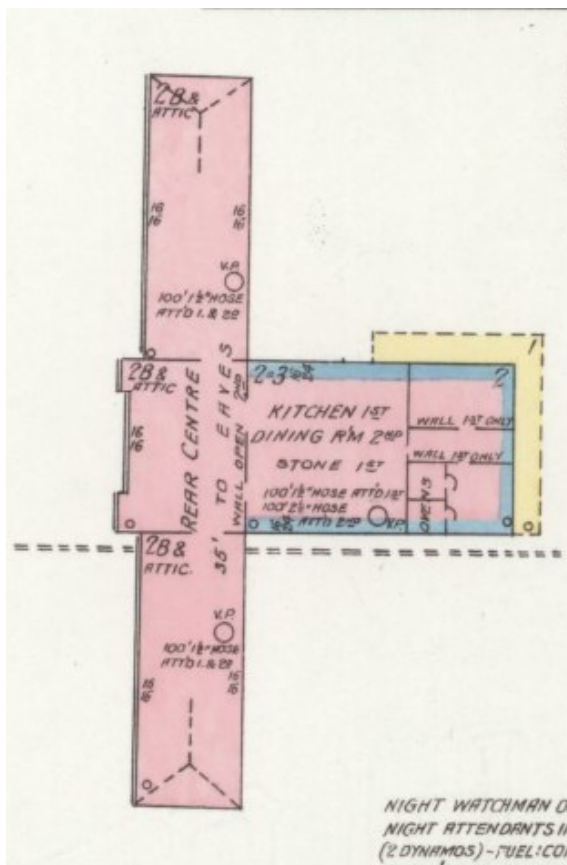
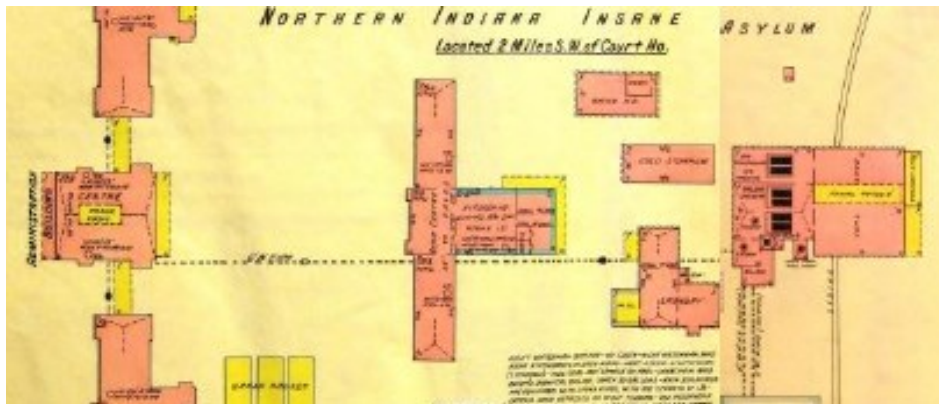
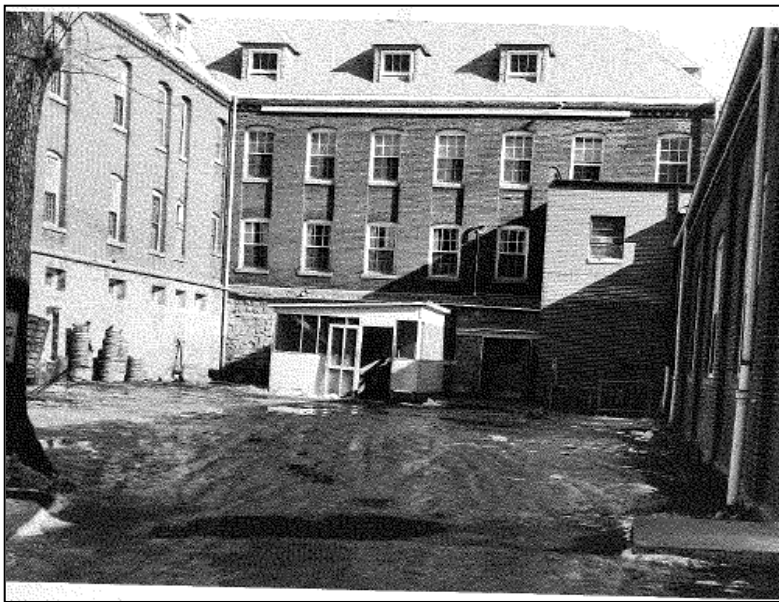


Image 33 of Sanborn Fire Insurance Map from Logansport, Cass County, Indiana. (1911)  
[https://www.loc.gov/resource/g4094lm.g4094lm\\_g023991911/?](https://www.loc.gov/resource/g4094lm.g4094lm_g023991911/?)

"Rear Center" was occupied by Administrative Offices, Employee's Dining Room, Kitchen, Patient Dining Rooms, Bakery attached to back side...



January 25, 1962...to the right, north side of Men's Dining Room (Patients)...to rear, below, refuse bins; entrance to peeling room & kitchen. Same, above, windows in Employee's Dining Room...to the left, window on south side, West Wing-Rear Center....



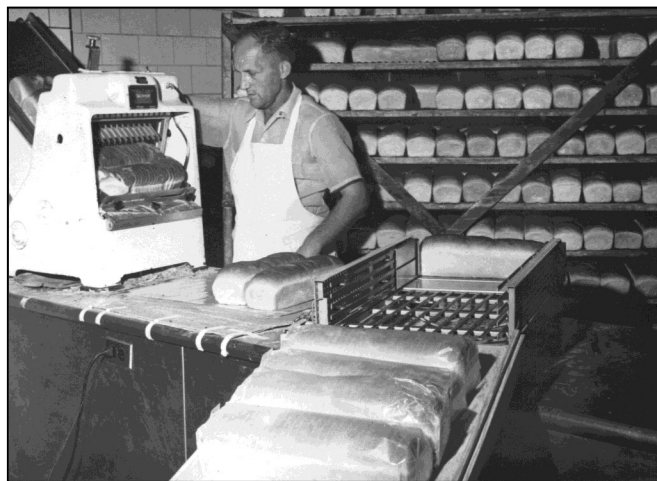
SW Corner of ADM Looking at Assembly Hall (left) and Rear Center (right)



Rear Center 2<sup>nd</sup> Floor East Wing (June 1962)...



Bakery in Rear Center Building...





# Culinary Corner

## Grilled Corned Beef and Fontina Sandwiches

### MAKES 4 SERVINGS

- 10 8 slices Jewish-style rye bread, divided
- 10 Dijon mustard
- 10 1 pound thinly sliced corned beef reserved from Homemade Irish Corned Beef and Vegetables
- 10 8 ounces thinly sliced Fontina cheese
- 10 1/2 sweet onion (such as Maui or Vidalia), thinly sliced
- 10 4 tablespoons (1/2 stick) butter, divided

### Preparation

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#### Step 1

Place 4 bread slices on work surface. Spread mustard on 1 side of each. Divide corned beef among bread slices. Top with cheese and onion. Cover with remaining 4 bread slices, pressing slightly to adhere.

#### Step 2

Melt 2 tablespoons butter in each of 2 large nonstick skillets over medium heat. Place 2 sandwiches in each skillet and cook until golden brown on bottom, pressing occasionally with spatula, about 3 minutes. Turn sandwiches over and cook until golden on bottom and cheese melts, about 3 minutes. Transfer sandwiches to plates, cut in half, and serve.

<https://www.bonappetit.com/recipe/grilled-corned-beef-and-fontina-sandwiches>



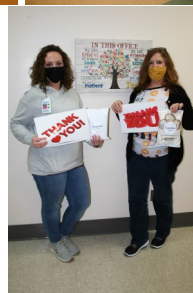
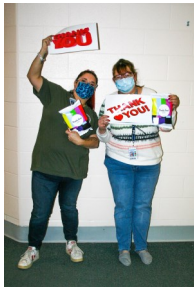
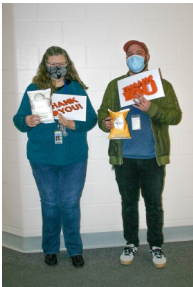
**Sneaky**



**Snaps!**



**G  
O  
T  
C  
H  
A**



Pictures of Staff saying "Thank You" for being treated with bags of popcorn!

Look out for Darrin and his camera, you could be next!

## Who Am I?

Can you guess who's behind the Smiley face pictured below? If you can, call Darrin Monroe at #3803 or e-mail Darrin at [darrin.monroe@fssa.in.gov](mailto:darrin.monroe@fssa.in.gov) by March 26, 2021.

Employees with correct answers will have their names put into a drawing, sponsored by the EMBRACE Committee, for a chance to win a free five dollar gift certificate.

*Winner Will Be  
Announced In  
The Next Spectrum.*



Mark Michael and Michael Busch

Unfortunately, no one had a chance to guess Mike Busch as the individual behind the clown mask, pictured as the last "Who Am I."

If you have a picture of an employee and would love to have a little fun with it, call Darrin Monroe at # 3803.