



Newsletter

April 2018
Issue 23, Vol. 1



Your Hands
Nursing Talk

Staying Safe in a Tornado

FREE VENTILATOR CLASS

Your Hands



Handwashing is one of the best ways to protect yourself, your family, and others from getting sick.

Washing your hands with soap and water is simple and easy. More importantly, it's one of the most effective ways to prevent the spread of germs. Clean hands can stop germs from spreading from one person to another and throughout an entire community—from your home [<https://www.cdc.gov/healthywater/hygiene/hand/handwashing-family.html>] and workplace [<https://www.cdc.gov/healthywater/hygiene/hand/handwashing-corporate.html>] to childcare facilities and hospitals [<https://www.cdc.gov/handhygiene/index.html>].

When should you wash your hands?

You can help yourself and others stay healthy by washing your hands often, especially during these key times when germs are likely to get on your hands and can easily spread to you or others:

- **Before, during,** and preparing food
- **Before** eating food
- **Before** and **after** caring for someone who is sick

- **Before** and **after** treating a cut or wound
- **After** using the toilet
- **After** changing diapers or cleaning up a child who has used the toilet [<https://www.cdc.gov/healthywater/hygiene/diapering/index.html>]
- **After** blowing your nose, coughing, or sneezing
- **After** touching an animal, animal feed, or animal waste
- **After** touching garbage

What is the right way to wash your hands?

Follow the five steps below to wash your hands the right way every time.

- **Wet** your hands with clean, running water (warm or cold), turn off the tap, and apply soap.
- **Lather** your hands by rubbing them together with the soap. Be sure to lather the backs of your hands, between your

fingers, and under your nails.

- **Scrub** your hands for at least 20 seconds. Need a timer? Hum the “Happy Birthday” song from beginning to end twice.
- **Rinse** your hands well under clean, running water.
- **Dry** your hands using a clean towel or air dry them.

This video [<https://www.cdc.gov/cdctv/healthyliving/hygiene/fight-germs-wash-hands.html>] can also help you learn how to wash your hands the right way.

Why? Read the science behind the recommendations [<https://www.cdc.gov/handwashing/show-me-the-science-handwashing.html>].

What should you do if you don't have soap and clean, running water?

Washing hands with soap and water is the best way to get rid of germs. If soap and water

Your Hands

Continued from page 2

are not available, use an alcohol-based hand sanitizer [<https://www.cdc.gov/handwashing/pdf/hand-sanitizer-factsheet.pdf>] that contains at least 60% alcohol. You can tell if the sanitizer contains at least 60% alcohol by looking at the product label. Alcohol-based hand sanitizers can quickly reduce the number of germs on hands in some situations, but sanitizers do NOT get rid of all types of germs.

Hand sanitizers may not be as effective when hands are visibly dirty or greasy. Furthermore, hand sanitizers might not remove harmful chemicals like pesticides and heavy metals from hands. Be cautious when using hand sanitizers around children; swallowing alcohol-based hand sanitizers can cause alcohol poisoning if a person swallows more than a couple mouthfuls.

How do you use hand sanitizers?

- Apply the gel to the palm of one hand (read the label to learn the correct amount).

- Rub your hands together.
- Rub the gel over all surfaces of your hands and fingers until your hands are dry. This should take around 20 seconds.

Why? Read the science behind the recommendations [<https://www.cdc.gov/handwashing/show-me-the-science-hand-sanitizer.html>].

For more information on handwashing, please visit CDC's Handwashing website [<https://www.cdc.gov/handwashing>]. You can also call 1-800-CDC-INFO or contact CDC-INFO for answers to specific questions.

Source: <https://www.cdc.gov/features/handwashing/index.html>

INCIDENT REPORTS



Any incident involving the client or his/her property must be reported immediately to your supervisor and/or the Nurse Supervisor. A Client Incident Report form is to be completed by the individual witnessing or discovering the event. The Nurse Supervisor will assist the employee in writing this report if necessary. In cases staffed by RN's or LPN's all incidents relating to clients' care are to be reported to the physician by the nurse. In cases staffed by other personnel the Nurse Supervisor will notify the client's physician for appropriate orders.

Examples of incidents that should be reported may include client falls, medication errors, untoward drug reactions, a client reporting

personal property missing from the home, and a client or caregiver who becomes angry or abusive. If you have any doubt whether or not you should report an incident - report it! These incidents are to be documented on a Client Incident Report form. Obtain direction from the Nurse Supervisor before documenting the incident on the client's clinical record.

Any injury involving yourself or another employee should be reported to the office. An employee incident report is to be filled out by the employee involved. In the event of an accident the company reserves the right to conduct a drug, and alcohol screening.

Employee Handbook page 12

Nursing Talk

ALWAYS LATE

Dear Cassandra,

No matter how hard I try to get somewhere on time, I am always late. My supervisor has reprimanded me and given me a written warning. My friends have stopped asking me to hang out with them. My husband is mad at me. I can't stand being late, but I can't seem to change.

Why does this keep happening to me? What can I do to solve this problem?

In the Doghouse in Irving Park

Dear In the Doghouse,

Being late is a serious problem for you. It is affecting your work, your friendships, and your marriage. You recognize this. In fact, your signature indicates that you know that you are "in trouble." You are in a bad situation because someone is angry with you.

According to a TIME article called "Always Late? How To Be On Time—For Real," in a study of 225 people at San Francisco State University, about 17 percent were chronically late. There were clear patterns among them. They tended to procrastinate more. They had more trouble with self-control and were more prone to overeating, drinking too much, gambling, and impulse shopping. They showed an affinity for thrill-seeking and displayed symptoms of ADD (Attention Deficit Disorder)—restlessness, trouble focusing, and attention issues. Pauline Wallin, Ph.D., a psychologist in Camp Hill, Pennsylvania, explained that "People who are chronically late are often wrestling with anxiety, distraction, ambivalence, or other internal psychological states."

The good news is that you can change your behavior. You can get to places on time. Try this experiment. Just once, get somewhere on time just to see how it feels. Were you relieved or anxious? Were you proud of yourself or bored? Did you miss the pressure, the race against the clock, the road rage, the theatrics of dashing into the office at the last minute?

Below are seven steps to get to work on time:

First, plan ahead. How much time is it going to take you to get to work the next day? Build extra minutes into your travel

FREE VENTILATOR CLASS

Date:	May 10, 2018
Time:	10:00 A.M. - 2:00 P.M.
Instructor:	Janet Fulfs, DON, President
Cost:	Free
Address:	1660 N. Farnsworth Ave., Suite 3 Aurora, IL 60505

Nursing Talk

Continued from page 3

time. Allow extra time for that train crossing the tracks, that motorist whose car died in the road, the traffic signals that are flashing red, that bottleneck five blocks from the office. Just because you can make it to work in fifteen minutes one day doesn't guarantee that you'll be able to do it every day.

Second, set the alarm clock. You may think you'll wake up on your own. Don't count on it!

Third, before you go to bed at night, plan what you are going to wear the next day. Lay out your clothes before you go to bed. This is a crucial step for women. Failure to do this guarantees failure of the entire program.

Fourth, get up when the alarm rings. Hitting the snooze button just prolongs the agony of putting your feet on the floor. If you simply cannot bear to pull yourself out of bed the first time the alarm rings, set the alarm for fifteen minutes early. Then you'll have fifteen minutes to lie there in bed, safe and warm under the covers, waking up to the new day.

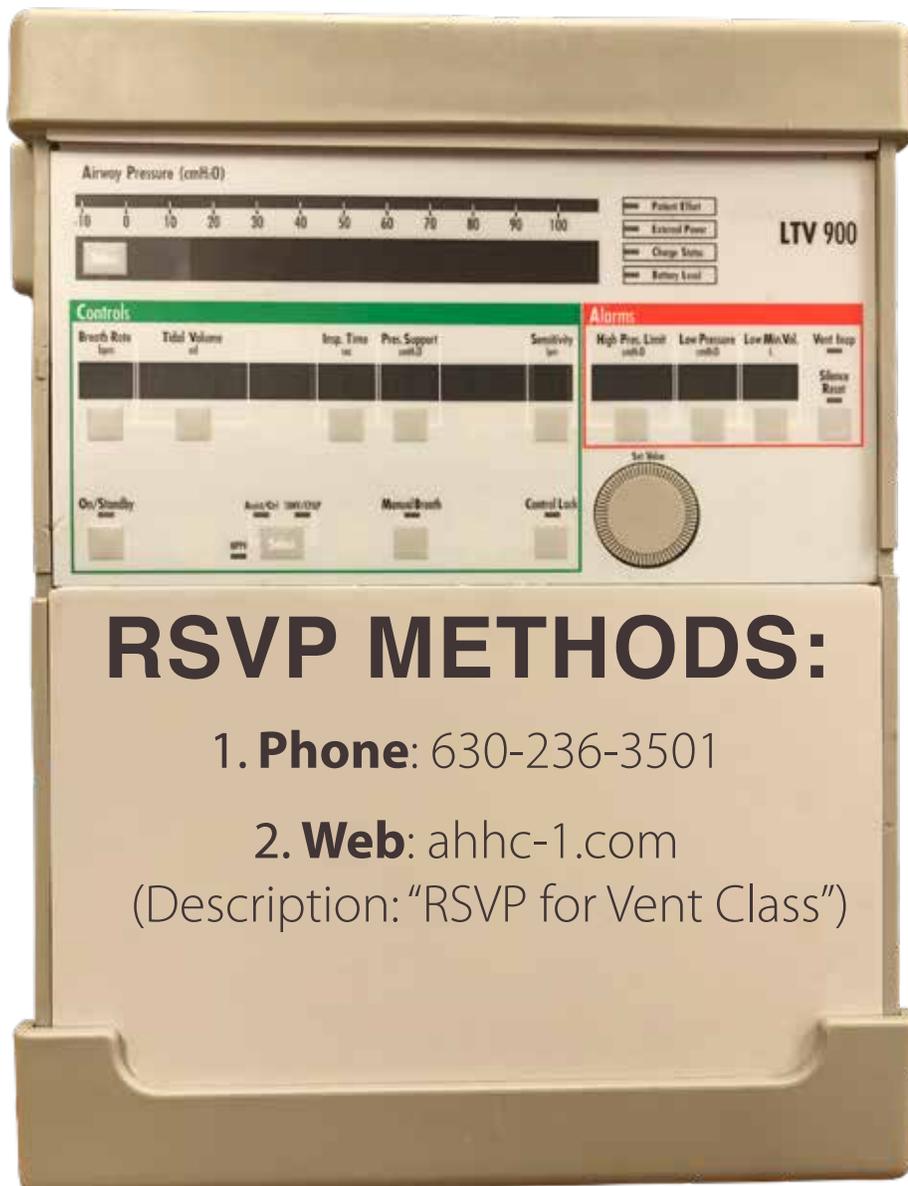
Fifth, take your shower and get dressed. Put on the clothes you laid out before you went to bed. Never allow yourself to try on things until you find the "perfect" outfit. The people at work are not going to care.

Sixth, pack your lunch, and eat a simple breakfast. This is not the time to fry bacon, scramble eggs, make toast, and bake a coffee cake. You can do that on the weekend. Pretend that a drill sergeant is standing there in the kitchen giving orders. His job is to get you out the door on time.

Seventh, put on your coat, and leave your house. The Good Lord willing, you are going to get to work on time. Congratulations!

Cassandra

We invite you to submit questions for this column. E-mail edwardlara@ahhc-1.com.



RSVP METHODS:

1. **Phone:** 630-236-3501

2. **Web:** ahhc-1.com
(Description: "RSVP for Vent Class")

Staying Safe in a Tornado



To stay safe during a tornado, prepare a plan and an emergency kit, stay aware of weather conditions during thunderstorms, know the best places to shelter both indoors and outdoors, and always protect your head.

Tornadoes continue to impact locations across the country every year, bringing massive winds and destruction in their paths.

The 2016 tornado season claimed the lives of 18 individuals and injured another 325. Seventy-eight percent of those victims were in a mobile home or trailer park at the time of the tornado. These storms caused an estimated \$183 million in property damage.

According to the National Oceanic and Atmospheric Agency (NOAA) [<http://www.nssl.noaa.gov/education/svrwx101/tornadoes/>] there is no guaranteed safety during a tornado. Even the possibility of a tornado must be taken seriously. Although the most violent tornadoes can level and blow away almost any house and those within it, extremely violent EF5 tornadoes are very rare. Most tornadoes are much weaker. You can survive a tornado if you follow safety precautions. Here are three important tips to help keep you safe.

TIP 1: Be prepared.

The best way to stay safe during a tornado is to be prepared with:

- fresh batteries and a battery-operated TV, radio, or internet-enabled device to listen to the latest emergency weather information;
- a tornado emergency plan including access to a “safe shelter” for yourself and for people with special needs;
- an emergency kit (including water,

non-perishable food, and medication); and

- a list of important information, including telephone numbers.

Make sure your children know what a tornado is, what tornado watches and warnings are, what county or parish they live in (warnings are issued by county or parish), and what constitutes a location as a “safe shelter,” whether at home or at school.

TIP 2: Stay aware of weather conditions.

To protect yourself and your family from harm during a tornado, pay close attention to changing weather conditions in your area. If you know thunderstorms are expected, stay tuned to local radio and TV stations or an NOAA weather radio for further weather information. Some tornadoes strike rapidly without time for a tornado warning. The following weather signs may mean that a tornado is approaching:

- a dark or green-colored sky;
- a large, dark, low-lying cloud;
- large hail; or
- a loud roar that sounds like a freight train.

If you notice any of these conditions, take cover immediately, and keep tuned to local radio and TV stations or to a NOAA weather radio or check the internet.

TIP 3: Know where to shelter.

Falling and flying debris cause most deaths and injuries during a tornado. Although there is no completely safe place during a tornado, some

locations are much safer than others.

- Go to the basement or an inside room without windows on the lowest floor (bathroom, closet, center hallway).
- Avoid windows.
- For added protection get under something sturdy (a heavy table or workbench). Cover your body with a blanket, sleeping bag or mattress. Protect your head with anything available.
- Do not stay in a mobile home.

If you are outside or in a mobile home, find a nearby building preferably with a basement. If you are in a car, do not try to outrun a tornado but instead find the nearest sturdy building. NOTE: You may need to change your plans and change locations when the tornado watch is issued.

No one can know a tornado’s strength before it touches down, so keep up with local weather information, especially when thunderstorms are forecast. Prepare your home and family for the possibility of a tornado. Moving to shelter quickly is easier when everyone knows where to go, whether in your home or outdoors. Following these tips will give you the best chance for staying safe in a tornado.

Learn more about how to stay safe during a tornado [<https://www.cdc.gov/disasters/tornadoes/index.html>].

More Information

- Tornadoes [<http://emergency.cdc.gov/disasters/tornadoes/>]

Source: <https://www.cdc.gov/features/tornadosafety/index.html>

WANTED 465 PEOPLE

TO READ THE BLOG EACH WEEK

MUST BE CURIOUS, INTELLIGENT,
THOUGHTFUL INDIVIDUALS WHO ARE OPEN TO
NEW IDEAS. LEARN NEW NURSING PROCE-
DURES, COLLECT RECIPES, READ
MONEY-SAVING TIPS, WATCH VIDEOS, ENJOY
RERUNS OF LETTERS TO CASSANDRA,
AND MORE.

JOIN the hundreds of nurses, office staff,
family members, and the general public.
Become a faithful reader of the American
Home Health blog at www.ahhc-1.com.

FOR MORE INFORMATION,
CALL 1-630-236-3501.

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Editor(s): Edward Lara

Designer(s): Edward Lara

Contributions: Edward Lara &
Karen Centowski

For Contributions,

E-Mail: edward.lara@ahhc-1.com

Write: 1660 N. Farnsworth Ave., Suite 3
Aurora • IL • 60505

