

This Week at MCL

A Memorandum to the Employees of the Medical Center of Louisiana, New Orleans
Charity Campus ■ University Campus

August 2-8, 2004



Ulster Project members, chaperones and host parents gather for a picture the day of their visit to MCL. Joining to welcome and guide them through their project here at MCL are front row, *Sister Clare Gaynor*, Pastoral Care, fourth from left, *Yevetta Chesser*, Maternal Child Services, fifth from left, and *Mary Brown*, Labor & Delivery, with flowered cap, *Denise Young, RN*, Maternal Child Services, far right, and *Caroline Noya, RN*, Postpartum/Mother Baby Unit, second row, second from right. Others who also helped but are not pictured, were, from MCL, *Sharon Nunnery*, Nursery, and *Mary Ellen Kothmann, RN*, Pediatric Emergency Room, and Angela, Caroline Noya's daughter.

MCL Welcomes Three Student Groups

■ Ulster Project.

For the third summer, teen members of the Ulster Project graced University Hospital with their spirit, presence and generosity. The Ulster Project is an organization that promotes peace through understanding, communication, interaction and trust. Each year 16 teens from Ireland come to New Orleans where they live in private homes and are paired with American teens of the same sex, religion and approximate age.

As they have done in the past, students from both Ireland and the United States spent a day at MCL helping make memory boxes for our Perinatal Bereavement Program. The boxes are used to hold tokens of a baby's abbreviated life for parents to keep as a memory of their child's existence. The teens painted and decorated approximately 150 boxes. "They were a tremendous help to us!" *Caroline Noya, RN* Manager, 3 West OB, said.

■ Summerbridge Program.

The Summerbridge Program is a six-week long program sponsored by Isidore Newman School that focuses on junior-high school age students in the city and offering them science and math classes and a chance to see close-up what it takes to work in a medical setting.

As part of the program 14 students spent a Career Day on June 30 on Charity Campus. There they were hosted by the staffs of the Medical Intensive Care Unit, Radiology, Trauma Services and Volunteer Services. The children were treated to a working lunch where they spoke with *Carole Jones*, Medical Records, and *Anna Smith*, Physical Therapy. They also spent time in clinical and technical areas learning about various opportunities. Thank you to all Charity employees who made this day quite special for this group of students.

(continued next page)

■ National Youth Leadership Forum.

Since 1992 the National Youth Leadership Forum (NYLF) has empowered more than 50,000 high school and university students with the confidence to make informed career choices and position themselves for today's challenging job market. This year MCL



Accompanying four of the National Youth Leadership Forum students on Charity Campus are **Ed Rogers, RRT**, Respiratory Therapy Department, center, **Kay Killelea, RN**, Section Manager, PACU, second from right, and **Erin Coatney**, far right, SICU Volunteer.

hosted 32 of the 300 NYLF students who were in New Orleans to focus on medicine and medically related fields. Areas who participated were *the Emergency Rooms, Maternal Child Services, MICU, PACU, Radiology, SICA, SICU and Surgical Services*. The positive feedback from the students is indicated in the following note: *"The National Youth Leadership Forum would like to extend our gratitude for having us as guests at your hospital. Exposure to a real hospital environment really broadened our minds and extended our knowledge of medicine. Thank you for your enthusiasm and hospitality. It was an experience that none of us will forget."*

*Thank
You*

Patrice Jenkins, Director of Volunteers, thanks the following people and others in their areas who do a superb job in describing their work during the tours which are conducted by Volunteer

Services on both campuses: **RNs Dominique Bergeron, Eileen Mederos and Bridget Schumert**, Trauma Services; **Angela Collins, RN**, Labor & Delivery; **Marie Confident, RN**, Pediatric Emergency Room; **Amelia Denoux**, Radiology; **Patricia Dougherty** and **Dan Kiff, RN**, MICU; **Lillian Egnally, RN**, Medical Emergency Room, **Jamie Ellis** and **Raymond Navarro**, Radiology; **Ardell Fink, RN**, Surgical Services; **Julie Newman, RN**, Pediatric Clinic; **Janelle Sallean**, SICU; **Susan Sims, RN**, Emergency Room; **Anna Smith**, Physical Therapy; **Jeffrey Wall**, Pathology; and **Lynn Williams, RN**, Nursery.

Happenings.

■ **Dress Down Day.** August 6. You can pick up your Dress Down sticker for a \$1 donation during regular office hours in either Administration, 1st floor, Charity Campus, or the Volunteer Office, room 715, University Medical Office Building. All proceeds will benefit our Employee Emergency

Relief Fund to help our fellow employees in times of emergency need. Reminder: You can make a donation if you do not dress down.

■ **LSU Health Sciences Center Grand Rounds.**

August 5, 8-9 a.m., 1542 Tulane Avenue, 1st floor auditorium. "Metabolic Alkalosis: An Update," with **Dr. Vashu Thakur**, Professor of Clinical Medicine, Section of Nephrology.

■ **Interview & Selection Class.** 1-3 p.m. on August 17, September 16 and November 16, and 9-11 a.m. on October 12. Offered by Staff Development to help improve a supervisor's interviewing techniques. To register for any of these classes call **Melinda McBride** at 2-9320.

■ **Hazardous Material Team Training.** August 23, University auditorium, and August 24, Charity auditorium. The two-day session covers skills and knowledge required to be a HazMat Team member. 16.8 contact hours/CEUs for RNs, radiology techs, and respiratory therapists. Register in person, Staff Development, 9 center, Charity Campus. For further details call **Tim Butcher** at 2-2687.

■ **Asthma Group Session.** Each Tuesday, 2-3 p.m., General Clinical Research Unit (GCRU), 5 East, Charity Campus. Conducted by MCL asthma disease management outpatient educators. Bring your asthma medications and devices, including inhalers, peak flow meters and spacers; peak flow meters and spacers will be provided if you do not have your own. Open to anyone with asthma. Free. Call 2-5991 if you plan to attend.

■ **Exercise Class.** Tuesdays & Thursdays, 4:30-5:30 p.m., Education, 9 center, Charity Campus. For further details contact **Paul Hildreth** via e-mail.

■ **Outpatient Congestive Heart Failure/Disease Management Teaching Session.** Each Wednesday, 8-9 a.m. and Thursday, 1-2 p.m., Cardiovascular Clinic, 2025 Gravier Street, suite 601. Those who receive their medical care at MCL and have had their diagnosis verified by an echocardiogram are welcome to attend the program. Please bring all of your medications when you come to the class. For more details call **Patsy** or **Yolanda** at 2-3112.

■ **LSU/Tulane Multidisciplinary Tumor Board Meeting.** Each Friday, noon-1 p.m., 1542 Tulane Avenue, room 710. Physicians wishing to present a case should call **Nicole Chatelain**, 568-4765.

■ **Employee Assistance Programs.** All the following groups meet at LSU Lions Clinic, 2020 Gravier Street, 5th floor. Call 568-3931 with questions or for full details: **Co-dependency Anonymous**, Mondays at noon, free; **AA**, Tuesdays at noon, free; and **a psycho-educational group** for those who may be chemically dependent or have family members who are, Thursdays, 4-5 p.m., \$10 per week for 10 weeks.

From the Mailbox.

■ No one wants to be in a hospital, but thank the good Lord there is a place like University Hospital where we can get treatment. Thanks to the *staffs of 5 East and 2 West ICU*; to **Theresa Lucas**, Admit; to *everyone who did my X-ray, blood and breathing tests*. Each nurse and doctor I came in contact with was equally kind and friendly. **Dr. Bryan Rosedale** was great; thank God for **Dr. Herman Heck**, Cardiology, and thank you to **Dr. Vince Catalda** for a friendly face from home. God bless everyone from the basement to the top floor!
– *Glynda A. Cousin, Donaldsonville*

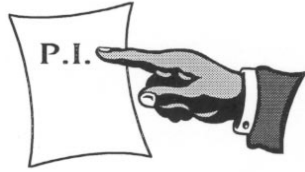
■ My stay in University Hospital was amazing. While not lavish, the room was comfortable and clean. The staff was outstanding, including resident doctors, nurses, nurse aides and all others. They were efficient, very pleasant and caring, frequently asked me how I was feeling, and checked on me quietly at night.
– *Lucianne Carmichael, New Orleans*



Let me tell you an MCL story!

Allen Dennis, RN, Emergency Department, was on his way home after his shift when he found a man without a pulse and not breathing in the Heal Garage. He and **John Schwarzwald, RN**, 9 West, performed CPR on the man and called 911. Allen then stayed with the patient during his transport with the Emergency Medical Service. Both nurses did a fantastic job. (Submitted by **Chris Aupied, RN, EMS.**)





Performance Improvement

Intranet In-services

Education/Staff Development shares in the responsibility of meeting the information needs for all MCL employees – a task that requires flexibility and creativity.

As an MCL employee, you can now access information and mandatory annual in-service programs 24 hours a day through the network. In addition you can go to the “Education” folder on the U drive to see calendars of events, class descriptions, fliers that can be printed up and posted, and orientation schedules.

Education/Staff Development and the Information Technology Resource Center of LSU have teamed to bring education to the point of care by creating *Intranet In-services*. The success is shown in the numbers: In March, the last month of offering Education Day classes in C-900, 10 people participated in the classes. In April, after rolling out the online classes, over 200 people participated in the Education Day classes (now called Intranet In-Services) online.

The classes can be accessed from your department computer by going to www.mclno.org, then clicking on the lock icon to the right of the screen. You will be asked to log on. In the Online Education box, you can choose from a wide variety of inservices. You will select a class, print out an answer sheet and a sign-in sheet, and take the class by viewing the presentation. Once the course is completed, the answer sheet goes to your supervisor for your employee file and the sign-in sheet to Education/Staff Development.

IMPORTANT: Education/Staff Development must receive your sign-in sheet within 10 days of taking the class.

STAY TUNED: Education/Staff Development is creating some intranet-accessible online reference programs. If you have any ideas for other Intranet In-service topics, please contact Education/Staff Development at 2-2854.

This column is submitted weekly through the Education/Staff Development Department. Please direct any comments about the column to the Employee Opinion Line at 2-3801.

Revised Policies as of 7/26/04.

0057 – Uniform Format of MCL Committee Minutes;
1301 – Professional, Personal and Consulting Contract Procurement: 2001 – Assuring Manufacturer Equipment Warranty and/or Service Guarantee Coverage; 3209 – Shuttle Service; and 4003 – Requesting Maintenance Assistance: 7004 – Adoption Referral; 8127 – Paying New Employees Above the Minimum Salary: to update with the most current information.

0071 – Policies Regarding Health Insurance Portability and Accountability Act (HIPAA) Compliance: to update the contents with the most current information and to update three of the 27 exhibits included within this policy. **Please Note:** There are several exhibits of multiple pages attached to this policy on the U drive, more than 200 pages. You only need to print the updated policy and the following three exhibits to make this policy current within your manual – exhibits 7504-03, 7506-03 and 7508-03 only. All other exhibits remain the same.

0101 – Educational Leave: revised to add the following sentence on page 4 of 6: *“It is the responsibility of the department director or designee approving the leave to ensure that the program meets at least one of the required criteria.”* This refers to the approval of leave for attendance at workshops, seminars and conventions for work related training purposes.

4010 – Flame Resistant Requirements: to include the National Fire Protection Association (NFPA) Code 266 – Standard of Method of Test for Fire Characteristics of Upholstered Furniture Exposed to Flaming Ignition Source which was incorrectly omitted in the last revision.

5057 – Ambulance Diversion: to update the contents with the most current information and to place the lead responsibility in the decision making process for ambulance diversion activation and termination with the MCL Medical Director or designee.

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This Week at MCL is published weekly through the Medical Center of Louisiana Human Resources Department, **Ron Broadus**, Assistant Administrator, **Lynn Lorando**, Editor. The Human Resources Department is located in the Butterworth Building, 1541 Tulane Avenue, New Orleans 70112; the editor’s office is in room 409. **The deadline for the two-week August 9-23, 2004 issue is 5 p.m. Monday, August 2.** Please send information or photos to Lynn Lorando to the Butterworth address, by fax to her attention at 903-2837, or to mloran@lsuhsc.edu. All information must first be approved by the appropriate department supervisor. Thank you.