



Staff Newsletter Issue #9

January/February 2020

Summit Updates and Useful Information

DID YOU KNOW?

We would like to let you know about a very valuable resource that you will be seeing in your e-mail inbox over the coming weeks.

'Did You Know?' tip sheets have been developed to keep staff informed and up-to-date on new updates to PowerChart for Long-Term Care. They are designed to assist you with routine functions that you are required to complete for certain residents, as appropriate. The tip sheets will be sent out regularly to all RNs, HCAs and CNLs, or any other disciplines as required. **Please review each of these tip sheets as they will be sent in order for you to have the most up to date information possible.** Thank you for your diligence and commitment to quality care!

SUMMIT SOCIAL COMMITTEE

Thank you for your contributions to the fundraisers so far, as the Summit Social Committee works to bring teams together and add some extra fun and joy into our work days. The Christmas party was a great success!



The Social Committee has a limited number of keepsakes left over that can be purchased for \$5, for anyone who would like one.

Please contact Colleen.Anderson@VIHA.CA.

2020 VACATION

We know how important vacation is to every team member, and we will take every measure possible to ensure your 2020 vacation days are scheduled correctly. Please [check your vacation days](#) that you have booked for 2020 to make sure the dates are accurate. If you have any concerns, please bring this to your manager's attention so we can look into it, and resolve it.



MOVE DATE APRIL 24/25TH

Our new move date of April 24th and 25th is now 81 days away!

We are seeing more and more progress towards building completion, and there is an impressive amount of work being done to get the building ready for the move.

The planning teams are working hard to ensure that staff, volunteers and physicians are all ready when the move day comes. Part of the preparation will include a Mock Move on February 14th. During this practice day, the team will do a test run of the move – from loading the bus at OBL to setting up residents in their new rooms at the Summit.

We've heard you ask for more information about what the move day will be like. We have created a [Move day brochure for Residents and Families](#), which will help staff know more about the expected experience for the residents. The Health Care Relocations company also has this [Move day video](#), which illustrates a typical move day process for an acute care setting. The process will be similar for our Long-Term Care facilities, while adapting to our needs.

If you have specific questions, or would like to know more, please talk with your manager.

THE SUMMIT

CARE RESIDENCE AT QUADRA VILLAGE

Getting to Know the Summit

Education updates, information, and other good stuff!

'GETTING TO KNOW THE SUMMIT' EDUCATION SESSION

If you missed attending this recent education at the Summit you have another opportunity to attend this mandatory training. There will be 4 additional sessions coming up on [Feb 10th and Feb 18th](#). Talk with your manager about attending.

EDUCATION CHECKLISTS

All required education should have been [completed by January 31, 2020](#). If you have not yet completed all of this education, you must continue to work to complete it as soon as possible, as this is a mandatory requirement before the move. When you have completed everything on your checklist, you need to print a learning history and submit this to your manager/supervisor.

GETTING TO KNOW YOUR NEIGHBORHOOD

The next big education opportunity for on-site training will be [starting March 9th](#). We are excited about bringing staff together to learn about:

- the new LTC Program's Philosophy of Care;
- working safely at the Summit;
- a day in the life (interdisciplinary workflow sessions); and
- setting up your workspace.

Booking has started for all staff and you will be receiving a calendar invite showing you what date you will be attending. Be sure you read the [Getting to Know your Neighbourhood/Department Orientation](#) Tip Sheet ahead of time.

WELCOME NEW MEDICAL DIRECTOR

We are so happy to be working with Dr. Margaret Manville in supporting the physicians who are moving to the Summit. Together, we are looking at how best to integrate and support physicians and staff to create a team-based care environment where everyone feels valued as an integral part of the Summit Care Team.

Read [Dr. Manville's announcement](#).



Questions? Need more info? Ask your [Manager or Supervisor](#) or see the following:

- Summit Intranet Webpage
- Staff FAQs
- Communications board at each site

THE SUMMIT

CARE RESIDENCE AT QUADRA VILLAGE

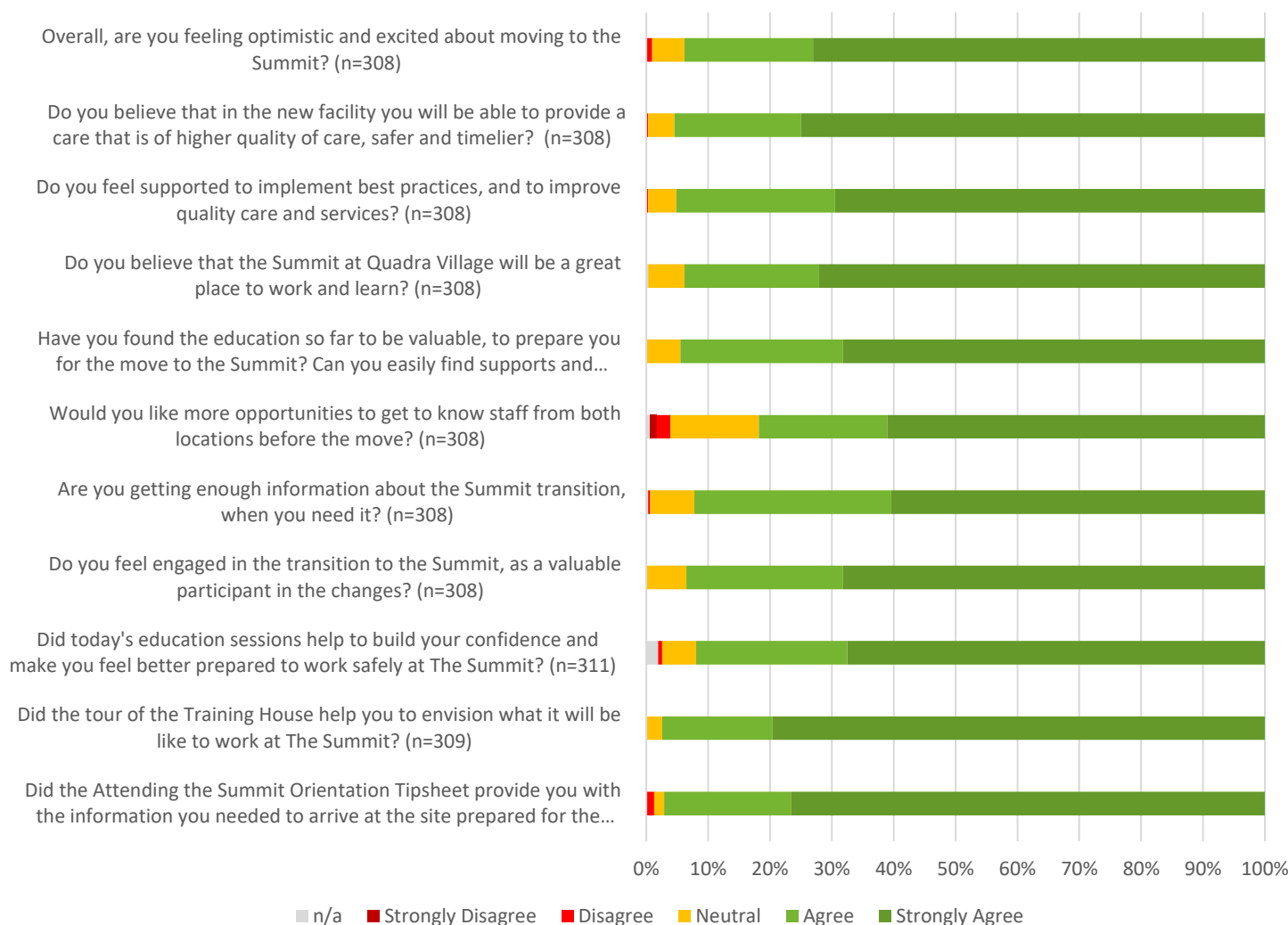
GETTING TO KNOW THE SUMMIT SURVEY RESULTS

Throughout November and December, 410 team staff members engaged in the 'Getting to Know the Summit' training events! Thank you to all of the Peer Mentors for your exceptional leadership and willingness to play a key role in this critical step towards working at the new site. At the end of the sessions, you were asked to complete a survey to help us hear from you how this transition is going. We were so pleased with the results that we wanted to share them with you!

We also want to thank you for submitting your comments, questions and ideas throughout your training. We have read every single one (there were over 100), and we are using them to help us plan forward. Many of your thoughts have helped us plan our next training session, update our resources and information pages, and there were even some really great ideas for improvements!



Getting To Know the Summit - Survey Results



Questions? Need more info? Ask your [Manager or Supervisor](#) or see the following:

- [Summit Intranet Webpage](#)
- [Staff FAQs](#)
- [Communications board at each site](#)