

**SCF CHILDREN'S CHRISTMAS PARTY
"Winter Wonderland Carnival"
November 26, 2011**



ISSUE 41

DECEMBER

Merry Christmas



www.shepherdscare.org

2011

SHEPHERD'S CARE FOUNDATION
Employee Newsletter

UPCOMING EVENTS

Staff Christmas Teas

- Greenfield - Dec. 12 ~2-3:30
- Kensington - Dec. 12~2-4
- Southside Manor - Dec. 16~12:30-2:30
- Barrhead - Dec. 19~5:30
- Millwoods - Dec. 20~2-3:30
- Vanguard - Dec. 22~2-3:30

WHAT YOU NEED TO KNOW. . .

■ **Year-end reminder from the Payroll Group**

Do we have your correct address? Payroll books for 2011 will soon be closing and we will be preparing income tax T4s for mailing to your residence (late February 2012). If you have moved, avoid the disappointment of a delayed T4 and get your new address on the record.

[More "What you Need to Know" cont'd pg. 3](#)

■ **SCF's Corporate General Orientation (CGO) . . .**

The 2012 schedule will be communicated very soon. CGO includes topics on SCF, pastoral care, the continuing care standards, resident focus, resident non abuse, occupational health and safety and WHMIS, infection control and prevention, back and beyond and disaster response. All of which are important and mandatory information for all new SCF employees. Shepherd's Care Foundation is dedicated to ensure that all new employees receive the necessary education to be successful working in our community.

Message from John. . .

*All this took place to fulfill what the Lord had said through the prophet: "The virgin will be with child and will give birth to a son, and they will call him Immanuel" - which means, "God with us."
Matthew 1: 22-23.*

During this festive season I want to take this opportunity to thank you for the importance of Shepherd's Care to over 1,600 residents and countless members of their families. I know that I may say it more than once in a while, but it is true, that you, the employees, are the reason that we are able to live out our mission, values, beliefs and vision each and every day and we thank you.

Many families often re-connect with a Church at Christmas time. If you do not have a home Church or you would like to experience the Christmas message in a fresh way, I would encourage you to consider attending a family Christmas celebration at one of our local sponsoring churches. More information is available at Southside Pentecostal Assembly www.spaforlife.com, Millwood's Pentecostal Assembly (www.mwpa.com), and Bethel Pentecostal Assembly in Barrhead. (www.barrheadbethel.ca)

From my family to yours, may you enjoy a Blessed Christmas and a Joyous 2012!



CHRISTMAS AT BETHEL - Barrhead
Christmas Brings Hope
Sunday, Dec. 18 - Candlelight Service 7:00 pm
Saturday, Dec. 24 - Christmas Eve Service and Children's Program 7:00 pm
Sunday, Dec.25 - Christmas Day 11:00 am

MILLWOODS ASSEMBLY
(2225 66 St.)
Saturday, Dec. 24, 2011
Christmas By Candlelight Services
at 4 and 6 PM
Live Music, Candle Lighting,
Nursery Care, Candy Canes for
Kids, Carol Sing

OH&S MINUTE

Internal PIR Audit 2011

In order to remain in good standing with regulatory bodies including Partner in Injury Reduction (PIR), Shepherd Care Foundation is required to complete Occupational Health and Safety Audits every year. During the week of November 14-18, a team of auditors spent time at the Millwood's Campus, Kensington Campus and South Side Manor interviewing staff from various departments and shifts, reviewing documentation and observing the workplace to evaluate the safety program at Shepherd's Care. Although the overall score has yet to be calculated, we are pleased to share a few of the areas in which we scored very high.

- ❖ 85% of workers feel that SCF provides the resources needed to implement and improve health and safety.
- ❖ 91% of employee interviews and observations indicated that employees are using the controls selected for the hazards in their areas.
- ❖ 91% of employee interviews indicated that there was a comprehensive process in place to maintain equipment and prevent the use of defective equipment.
- ❖ 94% of employees interviewed were aware and felt comfortable with the process to report unsafe or unhealthy conditions and practices.
- ❖ 94% of employees were aware of their responsibilities in an emergency response situation.
- ❖ 97% of worker interviews and observations indicated that the Personal Protective Equipment (PPE) required to perform their jobs is available

Once the final results are in, the COACHES committee will incorporate the strengths and recommendations from the audit into the OH&S action plan. Thank you to all those employees at Millwoods, Kensington and South Side Manor who made the audit process so successful.

CHOOSE SAFE - NOT SORRY!

December is Hand Hygiene Awareness Month



Practicing proper hand washing reduces the spread of infectious germs that contribute to the flu, common cold and other infections that can be harmful if complications arise. By simply cleaning our hands using soap and water or hand sanitizer, we can reduce infection rates up to 50% (Canadian Patient Safety Institute, 2011). This is significant since cleaning our hands only takes a minute!

This month, we will have fun activities, such as the **Glo Germ**, to help you enhance your hand hygiene practice. If you would like to challenge your

hand hygiene knowledge there will be a fun crossword puzzle posted on the main education board at your site for you to try. To find out more, take a look at the Hand Hygiene Awareness Posters that will be put up on the main education board at your site. Please remember that although **December is Hand Hygiene Awareness Month**, good hand hygiene should be practiced 365 days a year.

Just as a quick refresher, here is a helpful reminder on the steps for effective hand washing:

- Wet your hands with warm water and apply soap.
- Rub your hands vigorously together and scrub all surfaces for 15 seconds. (Sing the ABC's!). The rubbing action kills the germ so remember this part is really important.
- Rinse well and pat dry your hands with a paper towel.
- If you are using a public washroom, make sure you turn off the taps and open the door with a dry paper towel.

Always remember to moisturize your hands afterwards.

Let's all work together to STOP GERMS! And STAY HEALTHY!



NOTE FROM THE HEART

"Do not boast about tomorrow, for you do not know what a day may bring forth"
- Proverbs 27:1

This little bit of wisdom from the past, at first appears to be an intrusion into our personal freedoms, especially as we see the New Year of 2012 looming up ahead. But there is another way of viewing these 'impositions' from God's Word.

If we look at it from the point of view that God has a plan and a purpose for each one of us and that He only wants the very best for us, then allowing God to have His will in our lives could be seen as a really smart thing to do. It relieves us of the fear of the unknown. We can trust Him to do what's best and have confidence that our tomorrows are in good hands.

*Another year is dawning, dear Father let it be,
In working or in waiting, another year with Thee.
Another year of progress, another year of praise,
Another year of proving Thy presence all the days.
Another year of mercies, of faithfulness and grace,
Another year of gladness, the glory of Thy face.
Another year of learning upon Thy loving breast,
Another year of trusting, of quiet, happy rest.
Another year of service, of witness for Thy love.
Another year of training for holier work above.
Another year is dawning, dear Father, let it be,
On earth, or else in heaven, another year for Thee.*

- Frances Havergal

Alan Slater - Pastor (Kensington Village)

Stuff the Bus - December 2, 2011



Shepherd's Care Barrhead has once again risen to the challenge, both in the overwhelming response of staff who volunteered their time and the amount of food items and cash collected for the local Food Bank, all in one day - 781 pounds of food and \$ 692.23 cash!



Barrhead's stuffed bus

WHAT YOU NEED TO KNOW cont'd. . .

- **Employee Giving Campaign - Christmas 2011** - The Christmas season is upon us, so when planning your sharing and giving this year our appeal to you is to try to leave some room in your budget for those less fortunate. We have a tradition of making arrangements for staff to contribute to a worthy cause through one-time payroll deductions, which are matched dollar-for-dollar by Shepherd's Care Foundation. Again this year the choices are the Guatemala Children's Fund and the local Food Banks (Edmonton and Barrhead). The contribution form was mailed to residences and included with recent pay envelopes - please return your choice to the Payroll Department as soon as possible.
- **Al Kalke Bursary Program** - Students registered in post-secondary education programs are eligible for the 2011 Al Kalke post-secondary bursary program. The Program provides \$250 non-taxable bursaries each semester, to a maximum of \$500 per calendar year. Students who have completed the summer semester (May 2011) and students who are registered for the fall semester (September 2011) or winter semester (January 2012) may apply now (the deadline has been extended). Look for the application form mailed to your residence and return it as soon as possible - please remember to include a copy of your official receipt for tuition and fees.