

04/30/2010

PURGING NOTEBOOKS:

At the end of the school year, prepare to file your students' notes:

Alphabetically

Paperclipped together by the child

Cull out the "trash," blank unused notes, needless copies of evals (shred)

Turn in any time in June

A table will be prepared for you to turn in your notes (Kitchen)

04/30/2010

Dolphin Trip! My friend from Atlanta, Pam Davidson (Physical Therapist), has given me the dates for her therapy/dolphin trips to Panama City this summer. Pam has put together a program combining physical and occupational therapy, art and music, and dolphin encounters with a team in PC. She is looking for a volunteer OT for each trip, and one or two PT volunteers for the second trip. Lodging is included.

- June 20th—25th (Needs one OT)
- July 18th—23rd (Needs one OT, one or two PTs)

If you are interested in participating in this exciting trip, please contact Pam at Excellence in Therapy: (770)641-6665 or (404)625-7326 (cell).

04/30/2010

We are happy to announce that **Nicole Wenzel, OT**, will be joining our staff on May 10th on a PRN basis. She is a 2005 graduate of Eastern Kentucky University in Richmond, KY. She has both pediatric and geriatric experience, and has come to AL to be with her boyfriend who is in training at Ft. Rucker. He will finish training in the fall and they plan to relocate at that time. Perhaps we can talk her into staying!

04/30/2010

Daily Logs (DLs): Thank you for the improved timeliness of your DL's. It has definitely been noted, and makes Freta's job easier when she has all the right info at the right time. Good job!

04/24/2010

Angie F. Marshall, MBA, of Progress Listening Technology, LLC, is conducting an **Auditory Processing CEU** program in Dothan at **WRC/Sterling Events** on **May 11th** from 8-12; 4 CEU credits/\$50 per person. Go to www.progresslistening.com for more info.

Kristin has been terminated from her position as "pool boy" secondary to poor performance. Fortunately, we have officially hired a pool man, **Raleigh Booth**, who will be checking on our pool at least once per week. He has his own key to the building, so don't be surprised if he pops in early or late in the day. If you notice any issues with the pool, please immediately contact Kristin or Freta, and they will determine if we need to call in Raleigh.

Kristin will be hosting a **Yard Sale** at her house (2428 Stuart Tarter Road in Ozark) on **Saturday morning, May 8th, 7AM–11AM**. Please contact her if you would like to have your own “booth” to dispose of some of your fabulous cast-offs! Kristin will handle the advertising. You do not need to pre-price your items—you can haggle without going to any of the trouble of making price tags. We’ll give you your own spot, and you’ll handle your own money--so don’t forget to bring lots of change! We can arrange for the Salvation Army to bring their truck by at the end of the sale to collect any left-overs that you would rather not take back home.

Aquatic therapy and Hippotherapy seminar to be presented the first week of June for clinic therapists. Possible date may be Wednesday morning, June 2nd. Kristin will be the primary presenter.

IEPs Preschool kids can have language, fine, and gross motor goal pages, so provide benchmarks as outlined in the preschool guide referenced on our website. Kindergarten kids and older should have goal pages related to particular educational subjects, such as reading, math, and science; do not present goals to the teachers for these kids; ask the teacher to add your service to any subject goal page as a related service. *For all school kids, you will write and frequently update your goals on your School Record.*

Documentation:

- Black ink only
- Address current levels of performance, how performance relates to goals, not just “we worked on steps and kicking the ball.”
- IEP meetings—document each meeting you attend using the IEP Meeting Outcome Form. Keep with this year’s evaluation for your notebook next fall.
- ALL therapist assistant notes must be co-signed by the supervisor. This includes ALL clinic, school, and original EI notes.

HELMET safety: Every child must wear a helmet when riding. The therapist is responsible

04/06/2010

CEU Opportunity for OT, PT, Speech: Early Intervention Update June 8, 2010
University Church of Christ, Tuscaloosa, AL 8:00 a.m. - 4:00 p.m.

CEU's will be applied for the following: Social Workers, Nurses, CRC, PT, OT, Counselors/LPC, Speech and Audiology A flier will be emailed at a later date with registration information and directions For questions, please call Tania Baldwin, DEIC at 205 759-1279

04/06/2010

Kristin will be out of the office next week during Ozark's spring break, April 12th—April 16th. Emails will be answered the following week. Urgent questions can be addressed to Freta, or you can contact Kristin on her cell phone or at home.

04/06/2010

EI Therapists and Office Staff: We were informed today that Lea Everett is no longer with **VBAEI** as case manager. It is my understanding that Hannah Parker will be filling in until a new person is hired. Reports and questions should be directed to Hannah at hannah.parker@vivianbadams.org.

04/06/2010

Early Intervention Annual Reassessments: I spoke with Stacie Rolf today and she pointed out that they need to have something written up every year, at least once every 12 months, (can be handwritten on a regular note) that includes the phrase "25% delayed" or ">25% delayed." It can be determined from repeating a standardized test OR can be "in your professional opinion."

04/06/2010

EI Therapists: **LOOK**.

1. On/by the **1st** of every month
2. we need **one** copy of each EI note
3. sent via **one** mode (copy OR fax OR email).

Don't send multiples by various modes. Don't forget to write the EI program on every note. Fill out every portion of the note. Leave NO blanks. Don't forget that just because this is supposed to be a "parent-friendly note" that it is still a professional therapy note and is supposed to justify payment for such—one sentence is not enough.

04/06/2010

Speech and Occupational Therapists: We have purchased an instructional video (12 hours) for **feeding aversion**. If you are interested in joining some therapists to watch this video at the office, please email Patty to be involved in scheduling. It will be paid time, but do not let it put you into overtime. You may choose to spend two hours per week watching it together, or two days during the summer, or you may check out the DVD's and watch it at home at your own pace. It may or may not count for CEU's. Check with your board.

04/06/2010

Therapists: **Do you understand why we are not putting goals on our evaluations this year? Well enough to explain it to a teacher who asks?** If not, call me, and we'll talk about it. You will be asked by an IEP holder this year why the format has changed. You need to be able to discuss it, and refer them to the ASDE website to back up your

comments.

04/06/2010

[Scheduling Patients.pdf](#)

Clinic Therapists: Summer Schedule starts June 7th! Can you believe it? Summer's almost here so it's time to think about the schedule!

April 19th:

- Schedule Request Forms go out. Every clinic therapist needs to talk to every patient about their summer requests, and help the parents complete the forms. These forms need to be done completely and correctly or we will hunt you down. Ask every time you see them over the next three weeks— **“Have you completed your summer request form yet? Can I help you?”** Also remind the parents that we may NOT be able to accommodate their requests, but that we will certainly TRY. The “request” is not guaranteed. We have over 100 children to schedule.
- The forms need to be turned in at the front desk to Freta and Judy. Forms will be recorded as received on a list at the front desk.
- **Every therapist needs to make comments on the patient forms, and initial it.** The forms will be placed on the table in the kitchen in a basket. Fill out the bottom portion of the form. Indicate whether or not you want them to have Aquatic therapy or HPOT. Any additional info that might be helpful—the patient's always late? Likes early appointments? Missed last 5 sessions? Brother/cousin of whomever? Should have OT before PT? When we do the schedule you may not be here, so the more we know the better.
- **Therapists should make “tags” for each kid for each therapy session.**

May 12th:

- All requests are due.
- Missing any requests from patients? Therapists and office staff will need to call all the parents of missing requests and complete the forms over the phone by the end of the week.

May 17th—20th:

- Schedule boards will go up in the kitchen, and we'll start the schedule, using the “tags.”
- Therapists with the most experience doing the schedule will be needed to help some additional hours. Hope to get it done during the day. Last year Michele, Darci, Andrea, and Patty helped. Will need you again.

May 24th—26th

- Schedules will be recorded
- Schedules will be “published”/mailed to all the patients
- Therapist assignments will be made to cover the clinic schedule.

We really need your participation early on in the process, reading the requests, making comments, and making your own requests, making tags. This is where the greatest number of you can be the most helpful. Review the procedure attached—the last part of it is about creating the summer and fall schedule. Let me know if we're forgetting anything. I appreciate your help! It's a big process, but a very important one. And just think—we get to do it again in July to make the fall schedule!

04/06/2010

Kylie Morgan, CCC-SLP, will be joining us as on May 10th, 2010. She comes to us with a combined five years experience in pediatrics and geriatrics, with a great background in swallowing. Kylie has been instrumental in initiating and growing programs in the clinics where she has worked, and I am excited to have her joining us this spring. She lives in Headland, and has one two-year-old son. Her husband works at Farley Nuclear.

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Michelle DiLorenzo has turned in her resignation. As many of you know, Michelle has been working on her masters on-line for speech this year, and she will begin her first internship the second week of May.

Michelle has done a fantastic job for the kids in the clinic and at VBA, and we will truly miss her. She is very talented, and an excellent employee, and we wish her the best as she continues her education.

04/02/2010

New SLP to start in May! We have hired a new SLP to take over Casey's caseload. She will begin the first or second week of May. More details to come. . .