

12/12/2010

Great News! We hired an OT on Friday afternoon (to be official once background check is finished). She should be able to start work in mid-late January, once she gets her AL license. Her name is Sharon (Shari) Sella, and she has about 7 years experience, with a good background in feeding. Her boyfriend is a fire fighter and has secured a civilian job at Ft. Rucker.

Please email me with a list of any nice apartments or rental houses that you're aware of in the Wiregrass. I would like to send the info to our soon-to-be OT!

We are also interviewing a new graduate between Christmas and New Year's. Keep your fingers crossed, and your toes too, and pray up!

12/12/2010

Mandatory Staff Meeting Monday, January 3rd, 2011. Meet here **at 8:15 AM**. CPR in AM, done by lunchtime. OT's and COTA's need to stay for OT Dept meeting after lunch. Clinic opens at regularly scheduled time on Monday, for those therapists that are scheduled to work.

12/12/2010

Happy Holidays! Please come to [The Sumlars' Barn Party](#) this **Saturday night**, December 18th, at **6PM!**

We'll have supper ready, and then, about 7:30PM, we'll troop out to the barn for some twinkling lights, the Christmas story, and favorite Christmas songs. Then it's back inside for delicious desserts, hot chocolate, coffee, and cider. Bring your kids, your friends, your kids' friends, even your parents. It's fine to "come and go" for any part of the party. Dress casual and bring warm coats or a blanket for the barn service.

Please bring a small dessert to share. *RSVP* requested, but not necessary. Can't wait to see you @ 2428 Stuart Tarter Road in Ozark!

HO! HO! HO!

11/23/2010

Jan Efurd, from AFLAC, will be in the clinic on **Thursday December 2nd from 11AM to 1PM** to answer any supplemental insurance questions you may have. Changes for the new year can be made in December. If you are not able to meet with her then in person, you may call her at any time at 334-836-0358.

11/22/2010



Sumlar Therapy invites you to experience the
Drive-Through Live Nativity

at

St. Luke's United Methodist Church
201 Heath St.
Enterprise

Saturday, Dec. 11th 6:00 – 8:30 PM

**Plan to bring your family to this wonderful Christmas
tradition**

**and come by for dessert at Freta's house,
2 blocks over at 511 E Watts St.**

(Parking across the street in the school parking lot)

11/20/2010

Attached is a new format for school notes for MEDICAID kids. Begin using them now. We may need to turn in the notes to the schools for all Medicaid kids, so check the Medicaid lists on our website and use the appropriate note format for students.

[School OT Notes Medicaid](#)

[School PT Notes Medicaid](#)

[School ST Notes Medicaid](#)

If you like this format, we can consider using it for more circumstances.

11/16/2010

ALL THERAPISTS:

Updated lists for all patients and employees were posted on the website 11-03-10. Check your caseloads (school, EI, and Clinic) and email any corrections to Freta. If you find no errors, email Freta with that information also.

Deadline: Wednesday, November 24th.

Freta McCall, Office Administrator

11/01/2010

Therapists:

1. Turn in your monthly schedules for November now to Judy.
2. **Note any openings for new patients.**
3. Note **HOW MANY hours per week** you have scheduled on average.

REMINDER:

- Copies of ALL EI notes are due at the end of the month. Do not turn in originals for mailing to EI programs.
- The CLINIC and all schools are closed next Thursday, Nov 11th, with one exception: VBA will be open (double-check). You may reschedule some of your EI kids or your VBA kids for that Thursday.
- Schools will be closing for Thanksgiving. I believe every school will be out Wed—Fri, except VBA is planning on having a half-day on Wed. Check your school calendars. Some schools are taking the entire week off, some are open Mon and Tuesday. Rearrange your schedule to make the most of your week. You may see EI kids any day that it is okay with the parents.

New News:

- I am exploring the use of handwritten evals.
 - We have such a big caseload now that we need a quicker way to turn around our evals and re-evals, in the clinic, in the schools, and in EI. Instead of taking notes during the eval, and dictating or typing them up later, I am just neatly writing my “notes” on a custom form.
 - I have made some fill-in-the-blank forms and check-lists that I'll be happy to share with you should you want to try this as well. If you make up some info for your discipline, I can type it into a nice format for you.
 - I have made eval formats for different areas: one for EI; one for preschool (including a section for gross motor benchmarks); one for elementary (no benchmarks for gross motor); one for middle & high schoolers (no benchmarks); and a couple for the clinic using the same info as the school, but without the same header info, and more room for background/medical history, parent comments. I have a spot to write in the standardized test scores I do. I am also planning on making some forms or pages/addendums for particular disorders, such as torticollis. Speech therapists may want to create a form/page specifically for feeding issues. I have enjoyed using the forms to some degree, as it serves as a cheat sheet. Sometimes it's distracting to me, but I do love having the eval completed so quickly, and can use more of my brain power on the treatment plan and goals later, instead of trying to remember details about my eval.
 - **Any forms you make and use must be approved by me prior to their use.**
 - I am bringing the completed eval to Judy to be scanned and saved and emailed, providing her the email list. I am having just the eval sent to the teachers/case managers, and then the 1) eval and the 2) treatment plan & 3) goals sent to the treating assistant therapist. We are maintaining all the info on our database, and the originals in the hard file. You may scan the evals yourself if it is more convenient,
 - making sure to include Judy on the cc for all school-related evals, and cc Freta for all EI and clinic evals.
 - You may handwrite annual re-evals for EI on the EI forms (write RE-EVAL at the top and note it on your DL so the date can be added to the database), or on your custom forms.
 - Please email me any questions or call!