

**August 2009 Archive**

**Supplemental Insurance Policy**

If you are interested in any of the supplemental insurance policies (100% employee funded) that Jan Efurd (of AFLAC and PRemployer) spoke about Monday, please contact her at 836-0358 (office) or 797-9522 (cell) to discuss the policies (which will be payroll deducted). You must do this prior to September 1<sup>st</sup>, 2009.

Also, if you have the opportunity and would like to meet with her, I have asked Jan to come to the clinic August 18<sup>th</sup>, Tuesday afternoon. She'll get here at 2PM and will stay a while.

If you do not wish to sign up for any of the supplemental insurances offered, you must sign a waiver. Contact Jan ASAP. She can send you the waiver, or have some here at the office.

I am cc'ing Jan on this email as well so she will have all of your email addresses.

**Jan, Please note:** all the above employees should be accounted for with a waiver or a policy by Sept 1<sup>st</sup>.

Posted Aug 13<sup>th</sup>, 2009: Sumlar Therapy will no longer be payroll deducting payments for policies held with Colonial Life as of Sept 1<sup>st</sup>, 2009. If you currently have a policy, Colonial Life will be contacting you, or you may call them at the Policy Holder Service Center at 1-800-325-4368. Also, STS will not be maintaining life insurance and accidental death policies as part of the BCBS package. If you currently have this policy, USABLE Life will be contacting you regarding the dispensation of the policy. Policies like these, and more, will be available from AFLAC and will be payroll deducted beginning Sept 1st. You must contact Jan Efurd at PRemployer prior to August 28 at (334)836-0358 or (334)797-9522 if you wish to enroll. If you do not wish to participate, you must sign a waiver prior to Sept 1st.

Kristin and Patty,

I just wanted to email you to let you know that Progress Center is approved for ABA through Tricare. We have two BCBA's Courtney King and Jenny Underwood. We are serving children at Ft. Rucker. We are accepting applicants that have Tricare. I also recommend the Alabama Autism Assistance Program (AAAP). [www.helpaaap.org](http://www.helpaaap.org) This is a non profit that offers scholarships and accepts direct corporate sponsorships for a child's ABA services.

I hope you are having a great transition into Fall Schedules!

Take Care..

Angie Marshall  
Progress Center  
(334)899-4333

**Therapists:** You are each responsible to know your schools' calendars/schedules. Do not go to a school on a day when they are closed! Look on the calendar for "Teacher Work Days" and "Parent/Teacher Conf Days" when students are not in school. Also be aware of "weather make-up days"—if the school hasn't missed a day, then they will be out on the make-up day. Plan your annual schedule now, adjusting as needed for holidays. If you

did not pick up the copies provided at the staff meeting, print the schedule from the school website. **ALSO**—always watch the weather reports for school closings due to inclement weather.

I have spoken with another special education director in another county. The reports of flu seem to be getting more and more serious—and this is only the 2<sup>nd</sup> week of school. A formerly healthy 7-year-old in Opp has been hospitalized for four weeks on a ventilator due to H1N1—the virus “ate” holes through his lungs. He is improving now.

Let me be clear—now is the time to get **SERIOUS**. Clean everything you or a child touches. Clean the phones. Clean your pens. Clean your steering wheel.

We have posted signs in the clinic for parents to clean the foyer toys. We’re asking them to wipe down tables and chairs in the waiting room. We’re instituting new clinic policies (like not letting the kids touch the candy or bowl, not letting kids touch the water cooler). Please take these ideas to heart and be a germ fanatic at every work-site. Teaching your kids to clean their hands is a therapeutic skill in many cases. If we can teach them to wash their hands well, we have improved their health. I know that wiping down tables, chairs, and toys can be time consuming. Try to work it into your session by wiping toys as you finish them instead of waiting until the end; have kids help you clean chairs and tables when appropriate therapeutically—great UE coordination and weight bearing. Clean tables, chairs, mats, toys. You may choose not to use certain toys (ie theraputty or theraband) that cannot be readily cleaned. Some toys cannot be wiped down effectively (multiple parts, small parts) and will need to be soaked in the sink with Clorox (1:10 solution) and rinsed well.

The best policy for EI this fall is to NOT take in any of your toys to a child’s home. Use only what is already in the home. If the children do not have appropriate toys, arrange for them to get some by looking through our stash of toys we are getting rid of, picking up some appropriate toys at Good-Will or yard sales, or talking to the case manager and asking the program to purchase some toys for the family. Explain to the families why you are not bringing in your own toys. When appropriate, ask the family to provide small necessities, such as bubbles, etc. I will email the case managers and explain to them our plan to reduce cross-contamination.

You all need to go to Wal-Mart and stock up on Clorox wipes and germ-ex, and in some cases Lysol. You may send in your receipts for reimbursement.

I understand that cleaning obsessively can take away from therapy time. However, if the kids are sick, or you are sick—that will take away from therapy time as well. Gently remind parents and teachers of this if they complain that you are wasting therapy time.

Listen to the news to learn if your schools are closing for a few days in an effort to stop the spread of the flu. If we have too many cases of the flu in the clinic, we will have to close the clinic for a few days too. We do not want to be the “center” of spreading the virus to children from multiple communities.

Absences from the flu may affect you and the business financially this fall as well. Be aware of this connection if you need any more motivation to **CLEAN, CLEAN, CLEAN**.

Freta and I reviewed our policy regarding accepting potential EI clients yesterday. We believe we have updated it so that it is now more in line with our current situation.

When we now notify EI case managers that we will accept their patients, we are also letting

them know that there may be a waiting period. Previously we were accepting some patients and putting others on a “waiting list,” to be accepted at a later date. Due to the lag time between us “accepting patients” and the case managers actually completing the referral documents, we have had some trouble assigning patients, as the time slot was never reserved for that child and had been filled.

**What this means for you:**

- When you receive a referral, your goal is to have the evaluation completed and the write-up emailed to the case manager within three weeks. I do realize that some of you have rec'd 6 or 8 referrals in the last two weeks (and you don't have to email me back if it's been more than 8!), and when taking into account your current caseload, it will not be feasible for you to get them all done within three weeks. That's fine—I know you'll do it as quickly as you can without working more than 40 hours per week.
- If you receive a referral for a patient that you cannot fit into your schedule, you may return the referral back to me. I'll try to reassign it, or put the EI referral back on the waiting list to be addressed as soon as I find a therapist with an opening.
- I'll still be sending out referrals, asking your help to get these kids the intervention they deserve as quickly as possible. But, here's a really great idea: you let me know when you have an opening. The best way may be to email me, or fax in your weekly schedule more frequently than once a month. Let me know what geographic location your opening is available for as well. Outline or shade in the time slots available on your weekly schedule to indicate openings. If you have any big changes during the month, fax me the updated version. Hopefully this will keep me from calling you in the middle of the day and interrupting you. Call me or Freta and we'll “shop” down the waiting list to get you just the patient you need in your area.
- Now that we will be maintaining every patient on a waiting list until assigned, we'll almost ALWAYS have one available for you when you need one.

Stacy Roberts, LPN, is the Outreach Coordinator for our area's Health Department. She wants us to be aware of services that are offered in each county through the Health Department for special-needs kids. Many of the services are paid for by Medicaid and insurances. Services include bathing (up to twice a week), helping with medication, caregiver teaching, and even respite care. Please print off the attached flyers, read, and make copies to share with your families and teachers as needed. You may also call Stacy at (334)393-5558 or (334)726-5072 with any questions. Remind your patients—it never hurts to call and at least ask for help. There may be a waiting list for some services, but not a waiting list for others.

[Medical Provider Flyer](#)

[PR](#)

[Ped Flyer](#)

08/31/09

We have been invited to the annual “Open House” at VBA on Tuesday night, September 1<sup>st</sup>, 2009, from 6:00—7:30PM. “You and your family are invited to attend this very special event!! During this time you and your family are also invited to participate in a free hot dog supper at 6:00 in the VBAS consumer cafeteria. At 6:30PM, there will be entertainment provided by our consumers and staff.”

I encourage you all to attend in support of VBA and our community

08/31/09

**Therapists:** If you could not find the form you needed in the proper format on the website earlier, look again. We have added several forms in non-PDF format so you can use them

**if you have the necessary software.**