

TRINITY TODAY

A newsletter for associates and volunteers of Trinity Regional Health System

Payroll dates to change during standardization



check again on Friday, Oct. 26. That check covers the period of 11 p.m. on Saturday, Oct. 13, through 7 a.m. on Sunday Oct. 21.

Non-exempt staff employees will receive pay in accordance with the hours worked during the transition cycle. Exempt staff will receive pay for one-half of their budgeted FTE hours.

Tax withholding amounts will be calculated based on your gross pay for the transition week. 401k contributions/withholding will be calculated based on your eligible earnings.

Employee health deductions will be stopped for the transition pay cycle. The health insurance premium will be split and a portion deducted from the four remaining paychecks in 2012. However, full deductions for dental/vision/health savings/flex/dependent care will be taken from the transition check.

All cafeteria/gift shop/mail order pharmacy deductions will reflect your purchases during the transition pay period as well.

The “new” pay period will begin at 7 a.m. on Sunday, Oct. 21, and run through 6:59 a.m. Sunday, Nov. 4. The first check on the new pay cycle will be paid on Friday, Nov. 9, and every two weeks thereafter.

We will continue to have a 7-day pay week, a 14-day pay period, as well as 26 paydays in 2012. This change in pay periods may result in some department's scheduling patterns changing.

During the shift in pay periods, associates may consider notifying those institutions that process automatic fund transfers from your bank or credit union account of the pay date change. Because of the new schedule you may wish to change dates for those transfers to ensure availability of funds.

A brief, **mandatory** Net Learning module about the changes must be completed by all Trinity associates by **Saturday, Oct. 20**. Login and select the 2012 Payroll Employee Expectations and Standardization module. For full details about the standardization, go to the HR tab on the Intranet under Payroll & Benefits.

In May 2011, Iowa Health System began an initiative to standardize the centralized payroll process across all affiliates, reducing the number of payrolls being processed from 20 different pay cycles to one. As a result, Trinity will undergo a change in its pay period and pay date beginning Sunday, Oct. 21.

You will receive a paycheck for the current pay cycle on Friday, Oct. 19, and another one-time, one-week transition



Small changes, big impact

If you could lose 10 pounds in one year without really trying, would you?

That's what could happen if you replaced your regular ranch dressing with a lighter version every day, thereby saving yourself 90 calories and 12 grams of fat on a daily basis. Over a year's time that adds up to 10 pounds. It's really that simple.

The good news is that Trinity is now making it even easier for you to make choices just like that on-the-job. Starting with the Rock Island campus, associates

will see some small, sustainable changes in both the kinds of food offered as well as more ways for associates to make informed decisions.

In early September the Trinity Live Well initiative worked with our vending machine supplier to include "FitPick" choices for sale – items that have special stickers to denote options that are lower in fat and sugar. More raw vegetables and fiber-rich beans recently were added to the salad bar, along with a larger number of light

dressings and a move to portion-controlled packets.

Future plans include the availability of grab-and-go bowls of apples, oranges, and bananas, substituting lighter ingredients in homemade specialties without sacrificing taste and adding nutrition information such as calories, fat grams and carbs to the daily menu board.

"There are so many demands on our associates' time, so we wanted to make it easy on them by taking out the guesswork. This way we're arming them with the tools and the knowledge they need for success," said Liza Kline, Director of Patient Support Services. "Knowledge is power, especially when it comes to making choices."

TRIVIA

Q. How much regular ranch dressing did Trinity Rock Island's cafeteria formerly go through on a weekly basis?

A. Four gallons, which equals approximately 75,000 calories and 7,800 grams of fat.

Open enroll for health coverage soon

Open enrollment for benefit-eligible employees for the 2013 benefit plan year will take place online Nov. 1-15. During open enrollment:

You must enroll in a health insurance plan during open enrollment to have coverage in 2013.

Your current enrollment for dental and vision insurance will carry over from 2012 to 2013. You can choose to make changes to these benefits for the 2013 benefit plan year.

You and your covered spouse/domestic partner will be required to complete the online Health Risk Assessment (HRA) by **Oct. 15** to be eligible to enroll in the IHS Network Plan. Go to the Wellness tab on Your Benefit Source to access it. Those who have completed an HRA as of May 1 will not need to complete another HRA for the 2013 benefit plan year.

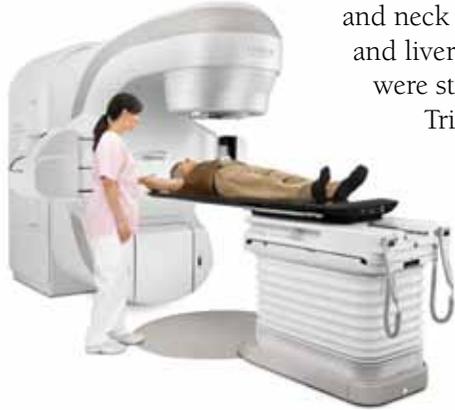


Wellness/biometric screenings will not be required for 2013 enrollment.

Watch for future communications online and via Trinity newsletters. Information regarding open enrollment will not be mailed to your home this year.

Beam me up

The Trinity Cancer Center invites you to an open house showcasing its new TrueBeam cancer treatment technology from 5-6:30 p.m., Monday, Oct. 8. View the equipment in the newly “refreshed” center, mingle with the staff and enjoy refreshments. TrueBeam was engineered to perform sophisticated radiosurgery and radiation therapy with pinpoint accuracy on cancers in the head and neck region, lung, breast, prostate and liver as though a moving tumor were standing still. Not only can Trinity reduce the margin of healthy tissue affected by the treatment beam, we can dramatically decrease treatment times from 10 minutes to 90 seconds in some cases.



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Team Trinity – the medical sponsor for the Quad Cities Marathon for 10 years – provided assistance along the route and at the finish line on Sunday, Sept. 23. Some of the volunteers included (L to R): Dr. Jeremy Irving, Amy Bickle, RN, Heather Vyncke, RN, EMS Coordinator Adam Sowell, Amanda Staley, RN, and Vicki Filiatreau, RN.

Protect yourself, protect our patients

Patient safety is our No. 1 priority at Trinity. This means we must be careful not to spread the flu to our patients who are already in a weakened immune state. One of the best ways to do this is by making sure that we ourselves are not carriers by getting a flu shot.

Just like having appropriate licensures or certifications, getting a flu shot is a required condition of employment with few exceptions. For your convenience shots will be given Oct. 15-17 on all three campuses:

6 a.m. to 6 p.m.

- Rock Island: 4th floor conference room
- Bettendorf: Room D

6 a.m. to 5 p.m.

- Moline: OB education room



DESPICABLE FLU

AVOID THE FLU. GET VACCINATED.

For more information, click on the flu icon on the Intranet.

Ace says: Etiquette improves customer service!

The October ACES Standard of Behavior focus is etiquette. Recent patient satisfaction scores and comments suggest that our community knows we are undergoing a huge computer conversion, yet they still expect the high level of service they've had from us in the past. So let's remember to use our AIDET skills while we hold those doors, escort people to their destinations and even when we answer the phone!



Shop 'til you drop ... your blood pressure



Trinity's Spirit of Women program will offer "Girls' Night Out," an evening of health education and screenings interspersed with food, shopping, prizes, and fun, from 5-9 p.m., Thursday, Oct. 18, at NorthPark Mall in Davenport.

Each attendee will receive a special shopping bag with NorthPark Mall merchant discounts for Girls' Night Out attendees only and also be eligible for valuable door prizes, including jewelry from Riddle's Jewelry. Women also will enjoy mini-massages, make-up makeovers by the beauty consultants at Dillard's and Sephora, as well as appetizers and other food and drink samples from Habanero's Mexican Grill, Charley's Steakery, Wide River Winery, Front Street Brewery, Camp McLellan Cellars and Ultimate Chocolates.

Health screenings will include those for blood pressure and body mass index, sun damage and skin cancer, drooping eyelids, and lung function. Presentation topics include "Your Best Health is in the Bag," a breast health seminar with Dr. Melinda Hass, medical director for the Trinity Breast Health Center, and "The Recipe for Success" with Jeni Tackett and Stacia Carroll, Trinity's Health Aware dietitian and exercise specialist.

In addition, nationally recognized nurse practitioner and women's health expert Susan Wysocki, will present, "Get

Your Groove Back," which focuses on the real-life challenges associated with menopause.

"Women are the primary health-care decision makers in most households, yet because of the demands on their time, they often put the needs of others before their own," Director of Women's Health Jane Wiggins said. "At Girls' Night Out, Trinity has made it easy for women to improve their health knowledge **and** focus on themselves with a little pampering and fun."

Event admission is \$20 for Spirit of Women members and \$30 for non-members, which includes a lifetime membership into the Spirit of Women program. **All Trinity associates can receive a free Spirit of Women program membership, but they must sign up.** To register, call (309) 779-2067 or visit www.TrinitySpiritofWomen.org.

Trinity joined the Spirit of Women Hospital Network, a national coalition of hospitals and healthcare facilities in more than 100 U.S. communities, in January 2012. Utilizing a variety of means, including educational events like Day of Dance, health screenings and workshops, Spirit of Women hospitals give women easy access to the knowledge and tools that are vital to helping them make informed healthcare decisions for themselves and their families.



The OBs are growing

You are invited to an open house and introduction of the newest providers at Bettendorf OB/Gyn from 4-6 p.m., Wednesday, Oct. 24. Take a tour of their newly expanded offices at 4480 Utica Ridge Road, Suite 1140, and meet and greet Dr. Kristina Yoder, OB/Gyn, and Physician Assistant Chelsey Walker. The duo have joined Drs. Andria Barr and Karen Brenot, both OB/Gyns, in what has become one of the fastest growing OB/Gyn practices in Bettendorf.