

Consumer~Caregiver Connections



Volume 3 Issue 2
Spring/Summer 2005

Bridging Working Relationships
Sonoma County In-Home Supportive Services

Public Authority

Fire Safety Checklist

People are at risk for death and injury from fires.

To protect yourself and those you care about, follow these seven tips:

- (1) **Install and Maintain Smoke Alarms.** Install working smoke alarms on every level of your home, especially near sleeping areas. Test and dust each alarm monthly, and change the batteries at least once a year.
- (2) **Use Smoking Materials Safely.** Never smoke in bed, while drowsy, or while under the influence of medication or alcohol. Use large, deep ashtrays for smoking debris, and let the contents cool before you dispose of them.
- (3) **Keep pot handles turned inward, and keep cooking surfaces and surrounding areas free from clutter and grease build-up.** Use pot holders and oven mitts. Never lean over a hot burner and avoid wearing loose clothing with flowing sleeves while cooking. Take a reminder with you (or set a timer) if you must leave the kitchen with food cooking on the range top.
- (4) **Heat Your Home Safely.** Keep combustibles and anything that can burn or melt away from heaters, furnaces, fireplaces, and water heaters. Never use a range or oven to heat your home.
- (5) **Practice Electrical Safety.** Never overload the electrical system. Plug each appliance directly into its own outlet and avoid using extension cords. Install and maintain electrical appliances according to the manufacturers' instructions.
- (6) **Keep Matches and Lighters Away from Children.** Store matches and lighters in a locked drawer or a high cabinet away from the reach of youngsters. Make sure lighters are child-resistant.
- (7) **Know What to Do in Case of Fire.** Practice two ways out of every room in your home. Get out as soon as you discover a fire. Do not try to fight the fire. Once out of the house, stay out. Do not attempt to enter a burning home to gather possessions left behind. Immediately dial **9-1-1** or your local emergency number for help, preferably from a neighbor's phone.

Older Americans Month! Senior Art Show

The Art of Aging
Thursday, May 19, 2005
Santa Rosa Veterans Memorial Building
Dining Room
1351 Maple Avenue
12:30 PM - 4:30 PM



*Art Exhibits & Demonstrations
Music & Snacks*

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The IHSS Advisory Committee

The IHSS Advisory Committee provides the Board of Supervisors, the Public Authority, and the IHSS program with advice and recommendations on issues related to in-home supportive services delivery & program administration. Members are appointed by the Board of Supervisors. If you are interested in filling a future vacancy, applications are available through the Public Authority office. The IHSS Advisory Committee typically **meets on the 4th Monday of each month from 1:00 - 4:00 p.m.** There are no meetings in July and December.

There is time set aside on the agenda at the beginning of each meeting for **Public Comment**. This is the time for you to speak up and lend your ideas. Meetings are held at **Adult and Aging Conference Center: 2160 Northpoint Parkway, Santa Rosa.**



Michael Humphrey, IHSS Public Authority Manager is circled by Advisory Committee members. From left, Joann Keyston, M. Julia Regan, Marie White, Maureen Latimer and Mary Raymond.

Committee Members

Mary Bodily
Paulene Goddard
Diane Kaljian
Ex-officio Member
Joann Keyston
Chair
Maureen Latimer
Mary Raymond
M. Julia Regan
Vice Chair
Marie White
Herb Willsmore
Secretary

Noticias en Español

Para preguntas referentes a sus cheques o hojas de pago, el numero para llamar es al Departamento de Pago (707) 565-2769 y hablar con Esther.

Para otras preguntas acerca del Registro de la Autoridad Publica, llame a Olivia al (707) 565-5707. Ella trabaja de Lunes a Miercoles de 8 a.m. – 3 p.m.

New Staff at the Registry

The Public Authority recently filled two Registry Coordinator vacancies. Cathy is a graduate of Sonoma State University majoring in psychology/gerontology. Rob hails from long experience with Becoming Independent, a non-profit agency. Both are great additions to our staff. Please welcome them. Our Registry Coordinator team is composed of: Nancy, Olivia, Cathy and Rob.

In general, Registry Coordinators are assigned to geographic zones in the county. When you or your social worker makes a service request for a caregiver, the Registry Coordinator assigned to your geographic area will contact you and help you find an appropriate caregiver who fits your needs.

Urgent Substitute Provider Program Phone Numbers

707 565-5719 or 800-601-4222

USPP on Monday - Friday 8:00am - 4:00 pm

If you get voice mail, leave your name and number and a Registry Coordinator will return your call within the hour.

USPP on Holidays and Weekends

A voice mail message will give you the phone number of a Home Care Agency to call. You will reach this message 4:00 p.m. – 8:00 p.m. on the eve of a holiday and Friday evenings; and from 8:00 a.m. to 8:00 p.m. on Holidays, Saturdays, and Sundays.

by Diane Kaljian,
Section Manager

Food Safety 101

Healthy eating isn't just the foods you choose, but in how you handle and prepare them. To help prevent food-borne illnesses, keep these safety tips in mind:

- When shopping, buy perishable foods last and only when you can take them home right away.
- Defrost food in the microwave or on a covered plate in the refrigerator.
- Wash raw fruits and vegetables before cutting into or eating.
- Cook foods of animal origin thoroughly.
- Cool and promptly store leftovers.
- Do not use foods if the packaging has been damaged or unsealed.
- Check expiration dates on packages.
- Do not drink non-pasteurized milk or juice.
- Regularly clean and disinfect your refrigerator, freezer and kitchen surfaces with an antibacterial cleaner.
- Wash hands before, during and after working with food.

IHSS Program Update

Older Americans Month

May is Older Americans Month. The theme this year is "Celebrate Long-Term Living." The Sonoma County Board of Supervisors will proclaim Older Americans Month at their meeting on Tuesday, May 3rd.

We are in the midst of a boom in the aging population. Older people are living longer, staying healthier and more active much later in life. In 2011 the first wave of the 78 million baby boom generation turns 65. "Celebrate Long-Term Living" recognizes and honors the valuable contributions of older people as they age.

Elder Abuse Prevention Month

The Sonoma County Board of Supervisors will proclaim May 2005 as Elder Abuse Prevention Month. It is important for us all to be aware of elder abuse and be educated about ways to prevent the mistreatment of vulnerable older adults. If you suspect elder or dependent adult abuse has occurred please call 565-5940 to make a confidential report to Adult Protective Services.

An informative conference "Elder Abuse Awareness: Investigation, Prosecution and Prevention" will be held on **Wednesday, May 25th** at the Flamingo Hotel in Santa Rosa. Attorney General **Bill Lockyer** will be the noontime speaker. Call 565-5950 if you would like a registration form.

Gazpacho

A cold, spicy soup in honor of Cinco de Mayo

Prep Time: 35 minutes

Inactive Prep Time: 1 hour

Yield: 6 servings

- | | |
|---|---|
| 9 large vine-ripened tomatoes | 3 garlic cloves, finely chopped |
| 2 cucumbers, peeled, seeded & chopped | 1-2 jalapeno peppers, finely chopped |
| 1 medium red onion, chopped | salt & freshly milled black pepper to taste |
| 1 bell pepper, chopped | 1/4 cup thinly sliced fresh basil leaves, cilantro, or parsley (optional) |
| 1/3 cup olive oil | |
| 6 tablespoons red wine vinegar, or to taste | |

Core the tomatoes and dip into boiling water for about 10 seconds to loosen the skin. Place the tomatoes in ice water to cool, then slip off their skins. Cut the tomatoes in 1/2 crosswise and squeeze out the juice and seeds into a strainer over a bowl. Reserve the juice and discard the seeds. Puree 1/2 of the tomatoes in a food processor or blender. Coarsely chop the remaining tomatoes.

Combine the pureed and chopped tomatoes in a bowl and add the reserved juice. Stir in the cucumbers, red onion, bell pepper, oil, vinegar, garlic, and jalapeno peppers. Season with salt and pepper to taste. Chill for at least 1 hour before serving.

Divide gazpacho among 6 serving bowls. Sprinkle the fresh herbs over the bowls for garnish if desired.

Where can I dispose of used syringes and old prescriptions? The Household Toxics Program

It was once recommended to dispose of old prescriptions by flushing them down the toilet. We know now that was bad advice, because the drugs we flushed down the drain are now in our water supply, poisoning the plants, fish and contaminating our drinking water. **Help to ensure you don't contaminate our water. Keep the water supply that we drink, swim in, and feed our plants, trees and animals clean.**

There are three ways to use this program. Please refer to information on this page and the next page for locations, hours and dates. Keep it for future reference.

Additionally, there is a free service for homebound seniors and persons with disabilities through Toxics Rover pick-up service (see page 5).

Syringes are now accepted through the Household Toxic Program. Special handling instructions for syringes: A used syringe should have the cap replaced on the syringe and secured in a closed Sharps container or tightly closed 1-liter plastic soda or juice bottle.

Household Toxics Facility

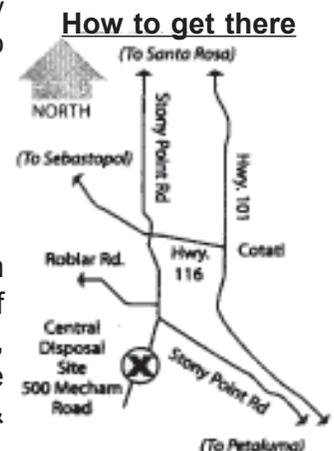
Located at the Central Disposal Site, the Household Toxics Facility is open every week for free drop-off of toxics from Sonoma County residents. Bring your ID to prove residency.

Location: Central Disposal Site & Household Toxics Facility
500 Mecham Rd., Petaluma

Days/Times: Thursday, Friday & Saturday 7:30 a.m. - 3:30 p.m.

Appointment: Not required

Transportation Tips: State transportation laws limit each vehicle to a maximum of 15 gallons of liquid (with maximum of 5 gallons per container) or 125 pounds of solid material. Never mix chemicals. Place in sealed containers in the truck, packed to prevent spills. **Not Accepted:** Explosives or ammunition ~ Radioactive materials ~ Biological wastes (except syringes) ~ TVs, computer monitors & other electronics ~ Business waste.



Toxics at Home

Household toxics are any products that have the potential to harm people, animals, or the environment. Federal law requires that products with hazardous ingredients be labeled. The labels are: Poison, Danger, Warning, Caution and Precautionary statements. Toxics can be found in and around the house.

In the Garage

Antifreeze
Fuel, motor oil & filters
Engine cleaners
Batteries
Brake fluid

In the Workshop

Paint, all kinds
Paint thinners
Wood finishes
Solvents & glues
Photo chemicals

In the House

Bleach-based cleaners
Aerosol sprays
Nail polish & remover
Medications & syringes
Batteries

In the Yard

Pesticides
Fungicides
Weed killers
Pool chemicals
Propane cylinders

Do your part: Keep the water supply that we drink, swim in, and feed our plants, trees and animals clean.

Don't put
toxics in the
garbage



State Proposed IHSS Reductions

The Governor's budget proposal for 2005-06 would reduce the State's participation in the cost of IHSS wages and benefits back to minimum wage (\$6.75). In Sonoma County, there are nearly 3,100 IHSS Providers earning \$9.50 per hour and 632 of these workers receive Kaiser Health and 649 receive Delta Dental insurance benefits. Studies have shown that if wages are reduced to \$6.75 per hour and no benefits are provided, many of the IHSS workers would be forced to leave their IHSS consumer to find better paying jobs.

In the months of April and May, there will be State budget hearings and other activities to voice opinions about the proposed cuts. If you would like more information regarding the Governor's proposed budget, please feel free to call the Public Authority office at 565-5700. IHSS caregivers may also call their Union representative at 526-4825.

Toxics Rover Pick Up Service

Have your household toxics picked up from your home. Services are provided on a first-come first-serve basis. **Each Wednesday** the Toxic Rover will be serving a **different region** within Sonoma County, so allow several weeks advance notice.

Appointment: Required. Call toll free **877-747-1870**. Limited appointments are available. Appointment line staffed M-F 1-4 p.m. or leave a message. Limited appointments available.

Fees: A \$25 fee will be charged for residential pick up. Limited free pickup available for homebound seniors and persons with disabilities.

Community Toxics Collections

Location: Visit www.recyclenow.org Watch for quarterly schedules in the Press Democrat. Call the Eco-Desk 565-DESK (3375).

Days/Times: Tuesdays 4-8 p.m.

Appointment: Required. Call toll free **877-747-1870**. Appointment line is staffed Monday-Friday 1-4 p.m. or leave a message.

Needle Disposal & Clean Up

Where to Purchase Sharps Containers: Pharmacies and Medical supply stores

Dollar Drug: (707) 575-1313 (Small \$3, Large \$7)
1055 West College Ave (in G&G Center in Santa Rosa)

Life-Assist: 1-800-824-6016, FAX: 1-800-290-9794 (\$3 to \$5) www.life-assist.com.

Free Disposal of filled Sharps Containers

Dollar Drug: (707) 575-1313
1055 West College Ave (in G&G Center in Santa Rosa)
Accepts filled (with lid closed) Sharps containers at no cost.

Benefits Changes & Improvements

<u>Enrollment</u>	<u>Kaiser</u>	<u>Delta Dental</u>	<u>Co-Share Premium</u>	<u>Kaiser</u>	<u>Delta Dental</u>
March 1, 2005	630	630	March 1, 2005	\$15	\$6
May 1, 2005	632	649	(monthly co-share premium increased \$1)		

Delta Dental Benefits Improved as of April 1, 2005 (Annual maximum \$1,000)

- **First year benefits now include:** Diagnostic and Preventative Benefits, Basic Benefits: sealants, simple restorations (fillings) and extractions, miscellaneous restorations, oral surgery, endodontics and periodontics.
- **Second year benefits now include:** Major Benefits: crowns, jackets and cast restorations, prosthodontics, orthodontics (orthodontics lifetime maximum \$1,000)

How to maximize your dental benefits:

Is your dentist still a Delta Dental DPO (dental preferred option) provider?

- Confirm that your dentist is still on the DPO list; the list changes. Call 565-5703 for the October 2004 DPO list or go to www.deltadentalca.org.
- Extensive and major dental work should be preauthorized by Delta Dental so you know your financial responsibility before work begins.

Any IHSS caregiver who feels they qualify for benefits and has not received the enrollment packet should call the Public Authority benefits line at 565-5703.

Are You Without Insurance?

Kaiser has a reduced premium program "STEPS" for members previously enrolled in Kaiser within 6 out of the last 12 months. For more information, call Kaiser at (800)464-4000 or visit their website at www.kp.org to see if you qualify. Kaiser also offers individual plans.

If you do not have medical or dental benefits, call Human Services (565-5200) to see if you qualify for Medi-Cal or CMSP (County Medical Services Program).

KEEP ELIGIBLE FOR BENEFITS

- **MEET MINIMUM WORK REQUIREMENT**
75 hours per month for 3 consecutive months
- **TIMESHEETS DUE by 15th** of each month
for the prior month's hours

Important Numbers

(707) 565-5703 IHSS PA Benefits & Enrollment
(707) 565-5900 IHSS Payroll
(800) 464-4000 Kaiser
(888) 335-8227 Delta Dental
(888) 838-5370 Dental & Medical Trust
 SEIU United Healthcare Workers West:
(800) 585-4250 Oakland; **(707) 526-4825** Santa Rosa

Good Hydration - A Summer Safety Tip

from Jan Doroff, RD and Ruth Woolsey, RD

There is nothing better than a cold tall glass of water to quench one's thirst. Water is vital to our health. Water helps regulate body tem-

perature. It is required for respiration and carries nutrients and oxygen to all cells in the body. The brain is 75% water; moderate

dehydration can cause headaches and dizziness. Drinking enough water helps fight fatigue and keeps the body well hydrated. During

summer months **avoid heat stroke**. Keep your body cool and hydrated. Drink at least eight 8-ounce servings of water each day.

Caregiver Training Opportunities

CALL 565-5700 to Register for Classes

The IHSS Public Authority provides training opportunities to IHSS caregivers and consumers.

Monthly classes are held at the Adult and Aging Services Conference Center, 2160 Northpoint Parkway. There is generally a \$10 incentive given to IHSS caregivers who complete each class. Continuing Education Units (CEUs) are available for most classes. Classes are usually held from 1:00 p.m. to 4:00 p.m. on the last Friday of the month.

End of Life Issues

This is a series of 3 workshops that may be taken together or individually. This series is presented by Susan Keller and the End of Life Care Alliance (3 CEUs per workshop)

Friday, May 6 1:00 - 4:00 - #1 Wellness Through Life's End

Friday, May 13 1:00 - 4:00 - #2 Life Review, Grief & Loss, Ritual & Ceremony

Friday, May 20 1:00 - 4:00 - #3 Dying at Home: Guidelines & Resources

Cardiopulmonary Resuscitation (CPR)

This hands-on course will be taught by Sharon McComb. At the end of the class each participant will receive a two-year CPR certificate.

Friday, June 10th 1:00 - 4:30 or Friday, June 17th 1:00 - 4:30

IHSS Payroll Information

Please be aware that Payroll is processing hundreds of timesheets the first three days after the pay period ends (1st, 2nd, 3rd and 16, 17, 18th of the month).

Response to your calls may be delayed during payroll processing days.

Tenths Chart

6 minutes = .1
12 minutes = .2
18 minutes = .3
24 minutes = .4
30 minutes = .5
36 minutes = .6
42 minutes = .7
48 minutes = .8
54 minutes = .9
60 minutes = 1.0

Turn in Timesheets on Time

- ◆ Paulin Building at lobby or drop box
- ◆ Northpoint drop box
- ◆ U.S. Mail
- ◆ Timesheets for the prior month must reach the payroll office in the **Paulin Building by the 15th** in order to be on time for benefits.

Payroll Phone Numbers

(707) 565-5900 Ask for payroll

(707) 565-2769 Español

(707) 565-3154 Report work injury

(707) 565-2896 Employment verification

Timesheets - Helpful Hints

- ◆ Fill out your timesheet and sign it with a pen. Pencil is not allowed.
- ◆ Check for errors. Do not fix mistakes with correction fluid. Write in the correct information and ask the consumer to initial the correction.
- ◆ Make sure you and the consumer sign and date the timesheet.
- ◆ You can leave the total blank if you want Payroll to write in the total for you.

Important Reminder

If you are a Registry caregiver, **call both** the IHSS Payroll Unit and the IHSS Public Authority **with changes** of name, address and/or telephone number.

Mark your calendar

May	June	July
This is Older American's & Elder Abuse Prevention Month		
6 Class: <i>End of Life</i> Workshop #1	10 Training Class: <i>Cardiopulmonary Resuscitation (CPR)</i>	4 Office Closed for Independence Day
9 IHSS Executive Committee Meeting	13 IHSS Executive Committee Meeting	
13 Class: <i>End of Life</i> Workshop #2	17 Training Class: <i>Cardiopulmonary Resuscitation (CPR)</i>	
19 Senior Art Show "The Art of Aging"	27 Advisory Committee Meeting	NOTE: There is no training class offered in July.
20 Class: <i>End of Life</i> Workshop #3		NOTE: The IHSS Advisory Committee does not meet in July.
23 Advisory Committee Meeting		
25 Elder Abuse Awareness Conference		
30 Office Closed for Memorial Day		

Resources

IHSS Public Authority & Registry
(707) 565-5700

(707) 565-5720 (fax)

IHSS Payroll

(707) 565-5900

IHSS Program, Social Workers

(707) 565-5900

(800) 938-9501

IHSS Advisory Committee

(707) 565-5700

Español

(707) 565-5707

Urgent Substitute Provider Program (USPP)

(707) 565-5719

(800) 601-4222

IHSS Benefits Enrollment & Eligibility

(707) 565-5703

Employees'/Employers' Dental & Medical Trust

(888) 838-5370

SEIU United Healthcare Workers West

Oakland (800) 585-4250

Santa Rosa (707) 526-4825

Visit our Web Site:
www.sonomacounty-ihsspa.org

Fax: 707-565-5720

Phone: 707-565-5700

Santa Rosa, CA 95402-1949

P. O. Box 1949

2280 Northpoint Parkway

Public Authority

In-Home Supportive Services
Sonoma County



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