

# THE CASS CORNER AUGUST 2010



CASS

## Client Advisory Committee

We work together to help CASS to have even better programs. We talk about our ideas and give feedback. Join us for our next meeting – and share the treats we bring to eat.

When: Tuesday, August 10<sup>th</sup>

Where: CASS Boardroom at #408 1240 Kensington Road, NW

At 4:30 pm

Please call Tara (403-281-0611) to tell her you are coming.

To contribute  
to newsletter,  
please e-mail

Melainie.hatt  
@  
c-a-s-s.org

## DOING GOOD 101:

is the Pepsi refresh project that started in 2010. Pepsi is giving away over a million dollars to fund good ideas both big and small, that would make the world a better place. So lets think of an idea that can benefit our clients in return benefit the community. Lets build a constructive project idea that can be put into action. Once an idea is put together go on-line at [refresheverything.ca](http://refresheverything.ca) and you will be guided through a series of questions to create a project profile to fill the application.

Next pick a category that would be closest to our idea goal. Then decide on a realistic grant

amount which needs to be accurate. Then we title our idea and post it so others can vote on the idea no more than a sentence or two. Tell everyone who we are by providing basic information about our organization and what we care about.

Describe the idea by who will benefit, what are the goals and how the grant money will be used and when it will start and the length of time to complete. submit what challenges we will face and the steps it will take to accomplish the goal. Add some bells and whistles by adding multimedia to the project page such as pictures or a YouTube video not more than 3 minutes long...remember it should have a positive impact on the community and or group of people.

## Medication Assistance

The Medication Assistance course is designed to provide information to staff who administer medication to clients or who monitor clients taking their own medication.

The Medical Assistance Course is divided into 2 sections:

### **On Line Module**

A self learning module covering a number of medical topics such as universal health precautions, signs of overmedication, and various diagnostic descriptions. Throughout the module, you will be asked to apply this information by completing exercises based on a client you currently support.

**To complete the On Line Module:**

Access the CASS website: [www.c-a-s-s.org](http://www.c-a-s-s.org)

Log into the CASS website with your personal access password

Under Staff Resources, click on Training

Click on Medication Assistance Course

When the module is completed it will be automatically submitted to the workshop facilitator

Call Tara (403-283-0611) to register for the next Medication Assistance Workshop.

### **Workshop**

During the one and a half hour workshop, you will practice some of the skills you need in supporting a client to take their own medication.

**The people who complete the Medical Assistance workshop will be given a certificate, a copy of which will be placed in their CASS personnel file.**

**CASS DINNER CLUB**  
**BBQ/Potluck At Glennfield Fish Creek Park**

Wednesday August 4, 2010  
(Please arrive around 5:30)

**Please RSVP to the dinner club line or email**

**by noon on Tuesday August 3, 2010**

*Please bring \$3 to cover the cost of the rental*

*of the facilities*

*M&M Meats and COOP donated the food and supplies for the Barbeque*

*Everyone is encouraged to bring one snack item to share*

*If you have any questions, comments or suggestions for the dinner club please call the dinner club line at CASS 403 283 0611 or e-mail [dinnerclub@c-a-s-s.org](mailto:dinnerclub@c-a-s-s.org)*

**CAPSULE OF LIFE**

The **Capsules of Life** are now available at CASS. These plastic containers contain a form to fill in with all important medical information that EMS would need in case of an emergency. Once the information is filled in, the capsule can be stored in your fridge – a magnet is placed on the fridge alerting EMS that there is information to be used in an emergency. This capsule is used when people can-

not provide their own medical information so it is ideal for seniors, chronically ill persons, those living alone, young children in the care of a sitter. These capsules can also be used by long distance truck drivers where it is then strapped to the steering column of the vehicle. A limited number of capsules are available at reception, or can be picked up by calling the EMS Foundation at 403-538-6150. There is no charge. For more information: [www.emsfoundation.ca](http://www.emsfoundation.ca)

**Who's who and what's what?**

- ◆ CADO would like to welcome Aliza Wolf and Stephanie Erhard to the team as of July 13, as Community Support partners. We are happy to have you on board.
- ◆ CADO would also like to say so long to Kaitlin Fisher who has been part of our team the last few months however it is now time for her to head back to school. She will leave us at the end of this month. Thanks and hope to see you next summer.
- ◆ Welcome to our new HR and payroll administrator, Scott Newland. Scott comes to us with several years of Human Resources experience and he has also worked in the Human Services field with both adults and children. We wish him every success as he takes on the payroll responsibilities and the day to day functioning of the Human Resources office, Any HR and payroll/training questions can now be completed by speaking directly with Scott. Also A big thank you to Miriam Boody who has held down "the fort", in the absence of having an administrator for the last few months. Miriam has been a great support and we are truly grateful for her strong work ethic and ongoing commitment to CASS.

**ATTENTION ALL STAFF:**

The makers of PEAK (Tecsor) have released a new version, PEAK 8.

The new version of PEAK looks and functions in basically the same ways that you have come to know and love. The update will allow us to make use of some new features that should improve the ease of data entry as well as open up some new possibilities in data aggregation.

If you have installed PEAK on a personal computer, you must uninstall your existing

PEAK installation and upgrade to the new version as **service for PEAK 7 will have been discontinued by the time you read this.**

For more information on PEAK 8 and for instructions on installation and upgrading, please go to our PEAK page on the CASS website at: <http://c-a-s-s.org/private/training/peak/> (you must be logged in to our website access this page). Please let me know if you need any further help making the transition to

PEAK 8—Kyle