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SPEAKER'S CORNER

It's tax time again! Did you know that CASS has a Community Volunteer Income Tax Program that can help you file your taxes? Don't miss out on the benefits that may be available to you. If you have any questions about this tax program, the Disability Tax Credit, or RDSP's please contact the CASS Money Matters Program at 403-283-0611 or shannon.humber@c-a-s-s.org. Tax packages are available from your co-ordinator, and at the CASS Office.

Check the CVITP website for a Tax Clinic near you!

<https://www.canada.ca/en/revenue-agency/services/tax/individuals/community-volunteer-income-tax-program.html>

Cheers!

FAMOUS ★ BIRTHDAYS

Justin Bieber	March 1, 1994	Age 26
Rebel Wilson	March 2, 1980	Age 40
Rob Lowe	March 17, 1964	Age 56
Lily Collins	March 18, 1989	Age 31
Elton John	March 25, 1947	Age 73
Mariah Carey	March 27, 1970	Age 50

We want to hear from YOU!

Send us your submissions for next month's issue to sarah.clark@c-a-s-s.org, or drop off at Reception – Attention Sarah Clark

QUOTE OF THE MONTH

“Nothing is impossible, the world itself says ‘I’m possible.’”

-Audrey Hepburn



Seats reserved for those who RSVP to the dinner club line at 403-283-0611 or email dinner-club@c-a-s-s.org by noon on Tuesday, March 3, 2020

The Old Spaghetti Factory

472 36 Street NE

March 4, 2020

Arrive no earlier than 5:45 please.
If you are going to attend you MUST RSVP!!!

If you have any questions, comments or suggestions for the dinner club please feel free to call the dinner club line or email us.

HEALTH & SAFETY

The Coronavirus Outbreak

Fast Facts & General Information

What is the novel coronavirus?

On 31 December 2019, the World Health Organization (WHO) was alerted to several cases of pneumonia in Wuhan City, Hubei Province of China. The virus did not match any known virus. This raised concern because when a virus is new, we do not know how it affects people. One week later, on 7 January, Chinese authorities confirmed that they had identified a new virus. This new virus was temporarily named '2019-nCoV.' As 2 February 2020, the WHO reports there are now more than 14,500 confirmed cases in 24 countries.

How are coronavirus infections diagnosed?

Coronavirus infections are diagnosed by a health care provider based on symptoms and laboratory tests. In some cases, travel history may be important.

How do I reduce the risk of coronavirus infection?

To reduce your risk of coronavirus infection: clean your hands with soap and water or alcohol-based rub; cover your nose and mouth when coughing and sneezing with a tissue or flexed elbow; avoid close contact with anyone with cold or flu-like symptoms; thoroughly cook meat and eggs and have no unprotected contact with live wild animals. The Government of Canada is now recommending avoiding all non-essential travel to China and all travel of any kind to Hubei Province, China.

Fast Facts

- WHO has determined that the coronavirus outbreak constitutes a Public Health Emergency of International Concern (PHEIC).
- There are four confirmed cases in Canada as of 2 February 2020.
- Electronic respiratory screening has begun for travellers at all three major Canadian International airports (Toronto, Montreal and Vancouver) for respiratory symptoms. All travellers from China are receiving a document advising of symptoms and asked to report if symptoms occur in the next 14 days.
- Symptoms include: fever, cough, feeling unwell. Severe cases advance to include difficulty breathing.
- More than 14,500 confirmed cases have been reported worldwide as of 2 February 2020. The vast majority – more than 14,000 – is in China. No other single nation has reported more than 20 cases.
- One death – in the Philippines – has been reported outside of China.
- Usually, cases have mild symptoms 1 in 4 cases have more severe symptoms.
- People of all ages can be infected by 2019-n-CoV. Still, older individuals and those with pre-existing medical conditions such as asthma, diabetes and heart disease appear to be more vulnerable to the most severe symptoms.
- Source of illness remains unknown.

About these Standards

These standards are about the individuals' right to

- Be supported and assisted, to the extent required, to understand
 - Their physical and mental health needs
 - The process for making decisions about their physical and mental health
- Be supported to follow recommendations and manage their physical and mental health
- Be informed about the access appropriate health interventions and health-related services
- Take prescribed medication, *pro re nata* (PRN) medication and over-the-counter remedies
- Achieve the best physical and mental health possible given their personal situations
- Be informed about their right to receive or decline physical and mental health assessments, treatments and/or procedures

Individuals who self-administer their medication need to be aware of what they are taking and what to do in a medication emergency.

Individuals who take PRN medication that influences behaviour must have **planned restrictive procedures** that follow the guidelines outlined in Standard 33.

In addition, a physician or pharmacist should regularly review all of the individuals' prescription medication.

To give individuals the support they need, staff must

- Take care of the individuals' physical and mental health
- Have the necessary knowledge and skills to meet the individuals' specific physical and mental health needs
- Understand their role in finding, and their responsibility in following advice from various sources
- Ensure that medication is administered safely, whether individuals self-administer it
 - Staff who administer medication must have medication administration training
 - Staff who don't have to administer medication must still be aware of the needs of individuals who take medication
- Know how to handle medication errors and incidents

"Health" covers a broad spectrum of topics that CET has grouped into two parts.

Part 1: Individuals take care of their physical health

Individuals need to be supported in terms of

- Knowing and understanding the impact or consequences of their decisions (e.g., short-term or long-term risks, unhealthy choices)
- Finding alternative treatments such as dentists, podiatrists, gastroenterologists, naturopaths, etc.
- Accessing external resources as suitable to their lifespan
 - Medical practitioners and specialists
 - Community health services
- Using PRN medication to influence their behaviour, thereby helping individuals to
 - Make better decisions
 - Maintain better health
 - Reduce risky behaviours

Part 2: Individuals take care of their mental health

Mental health is about lifestyle, not just about the medication individuals take in order to feel better. Having knowledge and a better understanding about mental health will

- Reduce social isolation for individuals
- Help individuals develop stronger connections and natural supports, which ensures they will be better protected from vulnerable situations
- Provide access to community resources that can lead a better quality of life for individuals

Standard 10 Part 1: Individuals take care of their physical health**Quality of Life Level 1 Indicators**

1. The individual is aware of her general health as it pertains to her physical needs and wellbeing
2. The individual visits health care professionals as her physical health needs warrant
3. The individual
 - a. Knows about the impact of lifestyle choices on her health
 - b. Is supported to change her choices and/or deal with the consequences of unhealthy lifestyle choices
4. The individual administers her own medication and is aware of
 - a. Why she is taking medication
 - b. How to administer her medication
 - c. What side effects to look for
 - d. What to do in case of a medication-related emergency
5. The individual is aware of the support plan related to her use of PRN medication to influence behaviour
6. The individual's medication is reviewed regularly to ensure that no changes are needed

Staff Training

CPI Training - Monday and Tuesday, March 26th, 9 – 3:30 and March 27th – 9 – 12:30 // April 30th, 9 – 3:30 and May 1st, 9:00 – 12:30.

There is a \$20 fee for this course, payable at reception with cash or cheque the first morning of the course, or sign off on a payroll deduction with the instructor. Participants are asked to wear comfortable clothing and shoes and to please bring water and snacks for the day. The training room is a **NO PERFUME Zone** – for the comfort of all the participants.

Abuse Awareness Training –

Wednesday, March 18 – 6 – 8 pm

Thursday, April 23 – 2 – 4 pm

Wednesday, May 20 – 6 – 8 pm

Tuesday, June 23 – 2 – 4 pm

Wednesday, July 22 – 6 – 8 pm

Thursday, August 20 – 2 – 4 pm

Wednesday, September 16 – 6 – 8 pm

Tuesday, October 20 – 2 – 4 pm

Wednesday, November 25 – 6 – 8 pm

Thursday, December 17 – 2 – 4 pm

Open Future Learning (OFL) - Two modules of OFL are mandatory for all CASS Staff – “Challenging Behaviours” and “Introduction to Your Role”. Email training@c-a-s-s.org to register for OFL.

Challenging Behaviours – Part II - Tuesdays at 1:30 pm, March 24, April 21, May 12, June 16, July 14, August 18, September 22, October 13, November 17, December 15

Staff MUST complete the two Open Future Learning modules **BEFORE** registering for this class.

Medication Administration - If you need Med Admin for your posting with CASS, email training@c-a-s-s.org to register for this course. When you have completed the course, please email Thomas at thomas.brosh@c-a-s-s.org for the practicum.

Health and Safety - This course is available on line – go to the website, LOG IN, go to staff resources>training>Health and Safety.

First Aid/CPR – First Aid/CPR - Staff that need to update their First Aid/CPR need to be sure the trainer is Government of Alberta OH&S Approved. The following link gives a list of the approved training providers:

<http://humanservices.alberta.ca/working-in-alberta/1348.html> Also, ACDS offers first aid training for staff.

Mental Health First Aid

Tuesday and Wednesday, April 7th & 8th, 2020



No Office Closures in March