

The VISINET Advisor

Staff Directory

Chief Executive Officer

John Powers

Chief Financial Officer

Michael Wehling

Chief Operating Officer

John Hoffman

Operations Coordinator/Recruiter, Licensing, Trainer Coordinator

Robin Chadwell, Omaha

Clinical Director

Michael R. Neise, PhD

Consulting Psychiatrists

Michael Coy, MD

Arun Sharma, MD

Director of Finance and Administration/ Continuous Quality Improvement (CQI)

Dani Kessler

State Services Coordinators

Radiance Klein, Omaha Mindy Wall, Lincoln

Jennifer Warren, Grand Island

State Services Supervisors (Omaha)

Shelly Doehring Jamie Lnenicka (Escort)

Rita Watson Shelly Doehring

Michaela Zegers Heidi Ezell

State Services Supervisors (Lincoln)

Leigh Loskill Brent Fuhr (Escort)

Michelle Hartman Emily Wesseln (Escort)

Karla Grove (Drug/Alcohol Screening)

Outpatient Services Coordinator

Jolene Herrell, Grand Island

IFP Coordinators

Cinda Konken, Lincoln

Shane Berry, Omaha

Therapy/CTA Coordinators

Monica Zinke, Omaha

Cheryl Turner, Lincoln

CTA Supervisor

Mindy Hinton, Omaha

Treatment/Agency Supported Foster Care Coordinators

Rebecca Dacus, Lincoln Ellen Shafer, Grand Island

Sharon Heckathorn, Omaha

Assistant Foster Care Coordinator

Wyvonne Harper, Omaha

TFC Supervisors

Laura Gervase, Omaha

Lori-Sue Walker, Omaha

ABFC Supervisors

Megan Forgue, Lincoln Paula Gepson, Omaha

Stacy Wilkinson, Lincoln Duncan Evans, Omaha

Misti Crow, Omaha Rachel Lukehart, Omaha

Andrea Jacobs, Omaha Stacy Machmueller, Omaha

Trever Nelson, Omaha Ryan Vonderohe, Omaha

Behavioral Learning Center Coordinator (Lincoln-Based Program)

Jennifer Crank, Lincoln

CCAA Evaluator (Omaha-Based Program)

Kevin Berryman, Omaha

Chemical Dependency Therapist

Teresa Hamilton, Omaha

A Visinet, Inc. Publication

November 2007

From the Directors Desks

Contributed by John Powers, CEO, Michael Wehling, CFO

John Hoffman, COO

Visinet, Inc.'s restructuring is finally complete. All of the Administrative Assistants have been hired and those that have accepted new positions within the organization are getting acclimated. Although we experienced a few minor bumps, we hope you are all beginning to feel the stability that we knew would be offered by this eventual transition. All of the offices are experiencing major benefits from the CEO/COO's new format of established interagency communication and the programs are gaining in more ways than we could have hoped for. The interfacing between the coordinators has become an effective tool that we have attempted to establish for quite some time and now seems to be becoming second nature to everyone. This has been a major outcome in this transition.

Terry Petolick has been hired as the Administrative Assistant Supervisor with duties of establishing and overseeing the administrative assistant teams. Her background in this area has provided her with the necessary skills to perform this function effectively and efficiently in the corporate office as well as in the Lincoln and Grand Island Offices. They are all getting trained and cross-trained to perform their primary functions as they are assigned to one (or possibly two coordinators) and will be able to cover for each other at any time for seamlessness in job duties. Please feel free to contact the COO if you should have any questions regarding this process. You can set up a meeting with the COO by contacting Terry at ext. 1046.

Also, we would like to remind you all that the holidays are forthcoming. If you are planning on taking time off make sure that you see your clients for additional hours ahead of time (this should always be previously arranged and discussed with your supervisor and the referral source). Substitutions should be utilized as a last resort and require prior authorization from your supervisor. Employees (for the programs this applies) are required to see their client/families for all of the hours that have been requested by the referral source and for those that are clinically/medically necessary. In other words, if sessions are going to be missed, they need to be made up as a courtesy to your client/families.

Happy Holidays.

STAKEHOLDER SUGGESTIONS

Suggestion Box-There were no suggestions made this month.

JOB OPENINGS

Visinet, Inc. is accepting applications for the following:

ADMINISTRATIVE POSITIONS

None

DIRECT CARE POSITIONS

Foster Parents

Therapists

Supervised Visitation Specialists

Community Treatment Aides

Intensive Preservation Therapist

Mental Health Transportation Workers/Escorts

Family Support Workers

"Visinet, Inc. employees are responsible for the information contained in this newsletter."



VISINET, INC.

Eastern Service Area

Corporate Headquarters

11836 Arbor Street

Omaha, NE 68144

Phone: 402.898.8881

Fax: 402.898.8886

www.visinetinc.com

STATE SERVICES SOUND OFF

Contributed by Radiance Klein, Mindy Wall and Jennifer Warren

There have been many personnel changes within the state services programs in the last month or so and we would like to familiarize you with the changes and take some time to introduce the new state services staff. In the Omaha office Heidi Ezell is a new Escort Supervisor. Kayla Zegers and Myra Mulholland have also been hired and they are new State Services Supervisors. Lisa Fisk has also accepted a position to be the Drug Screening/State Services Supervisor.

In the Lincoln office Emily Wesseln has been named the Escort Coordinator and has taken over these duties as of October 1st.

In the Grand Island office Jennifer Warren has been named the new State Services Coordinator. Jennifer worked in the field for Visinet for a couple of months and was promoted to Coordinator on October 15th. If you see any of these individuals please stop by and introduce yourself and say hello.

The holidays are fast approaching and we want to remind you that the offices will be closed on Thursday, November 22nd and also Friday, November 23rd in observance of the Thanksgiving holiday. Please remember field staff are not required to work on Thanksgiving but should make every effort to make up any missed time to the families. If you are going to be on vacation or out of town for the holidays please make sure your supervisor is aware of this and that a vacation leave sheet has been filled out and turned in. We hope you all have a relaxing holiday.

With winter approaching please review the employee manual for our Severe Weather and Emergency Conditions protocol. As always our first priority is making sure our staff and client families are safe. Please remember that in- services are due. If you haven't turned in your in- services please see your supervisor as soon as possible. The policy is for every month you have worked you will need to complete one (1) hour of in- service. If you have been here over a year you will need to have completed 12 hours of in- service for 2007.

IFP POINTS TO PONDER

Contributed by Cinda Konken and Shane Berry

The Omaha IFP program has started implementation of the McMaster Family Assessment Device (FAD) and the Lincoln and Grand Island offices are starting to train their staff to start implementation of the outcome measures. This outcome measure will be piloted by January 1, 2008. It is imperative for the IFP staff to remember to complete the outcome measure in the seven areas at the beginning of services and also at the discharge. You will need to rate the seven categories on a 1-5 scale and please make sure to use your motivational interviewing skills to ask the questions related to the seven areas. You should be gathering information due to this being an assessment of skills. The first outcome measure (pre-test) will be completed after the three assessment checklists and it will be done again before discharge (post-test) and put on a tracker system to ensure it is being done. The IFP Therapist or Skill Builders can complete the McMaster FAD. If you have any questions please feel free to ask the IFP Coordinator.

Please remember to do collateral contacts for all phone calls. This includes both IFP Therapists and Skill Builders. All IFP Therapist should have a collateral entry each week to the HHS Case Manager giving them an update on how the case is going. Also, Therapist and Skill Builder should be documenting all phone contact with clients, and any other collaborating team members. Please make sure to date each entry and detail the information that was gathered by phone. At the end of each entry, please make sure to sign your name with your credentials.

TREATMENT/AGENCY SUPPORTED

FOSTER CARE FACTS

Contributed by Sharon Heckathorn, Rebecca Dacus and Ellen Shafer

Fall is here and so is the holiday season! As Thanksgiving, Christmas and school breaks approach, we need to work with foster parents to plan for daycare and other options while school is out. This is also the time for supervisors and specialists to review with foster parents the expectation for supervising foster care youth. Remember, the level of supervision should be based on the treatment team's recommendations as well as the mental health needs of the particular youth.

The holiday season is also a great opportunity for specialist to use their creativity to keep youth motivated and on-track during this hectic time of year. While youth are out of school for breaks, it is also a great time to get in some daytime hours. Specialists please share any creative ideas for working with youth during the holiday season!

The Visinet Foster Care programs continue the search for quality foster parents. All members of the foster care team should be actively marketing and searching for foster parents that would add to our growing programs. If you have a potential foster parent to refer, please contact Nanette in Lincoln at 464-8866 ext. 1032; Pat in Omaha at 898-8881 ext. 1010 and Jolene or Ellen in Grand Island at 398-4665.

The Lincoln office would like to welcome two new members to our foster care team: Troy Tice, TFC Supervisor and Linda Kistler, Foster Care Specialist. We are glad to have you on our team.

Visinet Foster Care would also like to welcome Ellen Shafer as the new Foster Care Coordinator in the Grand Island office. Welcome Ellen!

Visinet, Inc. offers a complete full-time benefits package including medical, dental and life insurances, 401(k) plan with company match, paid time off and more. Contact your service coordinator for more information, see if you qualify and find out the requirements.

OUTPATIENT SERVICES

Articles contributed by Cheryl Turner, Monica Zinke and Jenny Crank

CTA CONNECTION

We would like to welcome the following to the CTA team: Ashley Morin (Lincoln), Heather Ackerson (Omaha), Jamie Rankin (Omaha), and Kindiss Ward (Omaha).

As the holiday season approaches let's help our clients and their families find the structure and stability necessary for everyone to be successful. This is also a time to help these families find the resources to make the holidays enjoyable for everyone, if you need assistance with this talk to your supervisor.

A review on time sheets:

Please ensure your timesheets are being filled out accurately on a regular basis.

CTA's need to make sure that the client's full name (spelled correctly), Medicaid number, and Axis I diagnosis is completed on the top of each time sheet.

Please be sure to complete the authorization dates and number of weekly hours. If a client switched from CTA to CCTA during a billing period please utilize a new time sheet to reflect this change.

The second section requires that the CTA document the date, mileage (including odometer readings), start and end times, total number of hours, and the place of service.

All entered dates MUST have a client signature completed as well.

Lastly, please ensure you total up your times and mileage and sign your time sheets.

Please ensure these are filled out completely and accurately.

Thank you for all your hard work and dedication, it is truly appreciated.

BEHAVIORAL LEARNING CENTER

The BLC Fall Festival was a big hit this year. The youth got to participate in all different kinds of games and activities and were able to win prizes. They also had the opportunity to bring their Halloween costume and dress-up in the afternoon. BLC staff took the youth around Visinet and had a little parade to show off their costumes. Lastly, the youth got to eat popcorn and watch a Halloween Video.

It's hard to believe, but the holidays are right around the corner, so in the month of November the BLC youth will be learning all about Thanksgiving. The youth will do all sorts of activities expressing what they are thankful for and what it means to be thankful. Staff will also incorporate art time and book time to help the youth learn more about Thanksgiving. The BLC youth tend to be quite creative during art time and really enjoy making different art projects.

Just a reminder that the BLC will be closed on Thursday November 22 and Friday November 23 to recognize Thanksgiving.

Lastly, we would like to welcome Jessica Rinkol to our team at the BLC.

All Visinet, Inc. field employees are required to attend a 30-minute weekly meeting with their supervisor. Employees in a dual role will attend weekly meetings with each supervisor. If you cannot attend your scheduled weekly meeting you must call your supervisor in advance to reschedule.

IN-HOME THERAPY NEWS

The Lincoln, Omaha, and Grand Island offices would like to welcome a few new outpatient therapists: Kent Malcolm (Lincoln), Tyler Newton (Lincoln), and Deanna Mickells (Omaha). We look forward to having them as part of our therapy team!

As the holiday season slowly approaches remember that it is very important to shift your schedules quickly to best meet your clients needs. Remember that as your schedules change you need to keep transportation requests up to date with the correct times, dates, and pick-up/drop-off addresses. This is a busy time of year for the transportation department and to help them accommodate your needs place your requests early.

Just a few brief reminders:

A reminder that as of July 1, 2007 all progress notes, treatment plans, and discharges were required to have evidence based outcome measures utilized. Please ensure you are utilizing the appropriate format for discharge criteria within your treatment plans as well.

The new outcome measure instruments are now in place in Lincoln, Omaha, and Grand Island for the Therapy programs. Please remember to complete the appropriate assessments at the onset of services and then repeat these assessments at discharge.

When using the Ohio Mental Health Consumer Outcomes please ensure the parent and youth (if over the age of 12) are completing assessments at onset of services and that the worker, parent, and youth are completing assessments at discharge.

Trackers are utilized to help you keep your client information current and up to date. Please ensure you are utilizing these to keep authorizations and paperwork up to date. These trackers are a courtesy and it is the ultimate responsibility of the therapist to ensure that everything is up to date.

Thank you for all your hard work and dedication, it is truly appreciated.

IN-SERVICE OPPORTUNITIES

Mark your calendars for upcoming CEU's:

Lincoln-Physical Mandt Training

November 7 (Weds) 9:00am-1:00pm
November 20 (Tues) 9:00am-1:00pm

Lincoln-CPR/First Aid Training

November 9 (Fri) 9:00am-2:00pm
November 17 (Sat) 9:00am- 2:00pm

Omaha - Mandt Training

November 6 & 8 (Tues/Thurs) 5:00pm- 9:00pm
November 26 (Mon) 9:00am -5:00pm

Omaha—CPR/First Aid Training

November 7 (Weds) 9:00am—5:00pm
November 19 & 20 (Mon/Tues) 5:00pm—9:00pm
November 27 & 29 (Tues/Thurs) 5:00pm -9:00pm

Omaha—Safety Training

November 9 (Fri) 9:00-11:00am



VISINET, INC.

- Treatment Foster Care
- Agency Based Foster Care
- Intensive Family Preservation
- Individual and Family Therapy
- Outpatient Psychological Services
- Outpatient Psychiatric Services
- Comprehensive Assessments
- Behavioral Learning Center
- Community Treatment Aide
- Crisis Intervention
- Family Support
- Supervised Visitation
- Escort/Transportation

PHILOSOPHY

Visinet, Inc. believes that working with the entire family within their natural environment is essential. Service design must be individually tailored to suit each family in order to implement the most effective methods, thereby reducing significant barriers. Visinet stresses the need for culturally competent professionals that have the ability to assess clients within the family's own cultural and social context. We believe that everyone receiving services will develop best within the framework of respect, accountability, and open communication.

MISSION

Visinet's mission is to provide families and individuals with a stable, nurturing and secure environment for the promotion of healthier family functioning. We encourage people to be self-sufficient; utilizing community resources when necessary. Every effort should be made to prevent extended out of home placement and maintain the least restrictive environment possible.

GOAL

Visinet's goal is to provide families and individuals the skills necessary to improve their quality of life.

SERVICE ANNIVERSARIES

Omaha Office:

<u>9 yrs</u> Stephanie Jacobs
<u>5 yrs</u> Mitchell Schmidt Dennis Siefker
<u>3 yrs</u> Howard Heckenlively Deborah Newsome
<u>2 yrs</u> Lori DeWitt Sharon Friend
<u>1 yr</u> Holly Lehmer Samonna Reed Shekenna Wright

Lincoln Office:

<u>4yrs</u> Darlene Nickell Laura Swanson
<u>3 yrs</u> Shelley Clark Laurie Consbruck Katie Hauptman Andrea Kerr
<u>2 yr</u> Jenny Crank
<u>1 yr</u> Diane Deeker Lisa Fisk Cindy Nelson James Tucci

GI/Hastings Offices:

<u>None</u>

COUNCIL ON ACCREDITATION (COA)

When becoming a full-time employee please be sure to contact the HR Director/Specialist in your area to sign up for benefits. A new full-time employee has thirty days from the start of full-time employment to sign up for benefits. Therefore, it is extremely important to schedule your benefit appointment in a timely manner to assure your benefits start on time.

When terminating employment with Visinet, Inc. it is the employee's responsibility to schedule an exit interview with your local HR Director/Specialist prior to departure. If possible, try to schedule this appointment on your last day, as pagers, American Express cards, cell phones, and keys are to be turned in at this time. If you are unable to schedule your exit interview on the last day of your employment you will need to schedule a time on your last day to turn these items in as well

RISK MANAGEMENT

It's hard to believe, but winter is approaching us fast. Please take extra precaution to ensure the safety of you and your clients. This may include winterizing your vehicle, checking weather conditions and having the cell phone charged. Also, please take a few minutes to review policies regarding inclement weather and accidents. Talk with your supervisor if you have any questions about these policies. Risk Management committee will be having their next meeting in November. Please talk with a committee member if you have any topics or concerns to be addressed.

HUMAN RESOURCES, RETENTION AND RECRUITMENT (HRRR)

As of January 1, 2008, Visinet, Inc. will be enforcing a new business casual dress code for all administrative staff, this includes office therapists. Everyone will be held accountable to these new standards, so please prepare now to dress accordingly. Look for the formal guidelines in the January 2008 EM addendum.

Dress that is extremely casual is not appropriate business attire. This includes, but is not limited to: tank tops, halter tops, or muscle shirts, sweat pants/suits, hats, clothing with foul language or obscene images, tennis shoes, flip flops, casual cords, cargo pants, jeans. Clothes should fit properly and should not draw attention by being too risqué. Skirts need to be knee-length or longer. Examples of appropriate dress attire would be slacks, skirts, khakis, corduroy trousers, blouses, sweaters, button-up shirts, polos, blazers, cardigans.

To those of you concerned about UHC and UNMC severing ties, they are currently in contract negotiations. UHC is contracted with UNMC until January 2008 and hope to reach a negotiation soon so that they may re-contract for another five years.

Eastern Service Area
11836 Arbor Street
Omaha, NE 68144
Phone: 402.898.8881
Fax: 402.898.8886

Southeast Service Area
3940 Cornhusker Hwy, Suite 600
Lincoln, NE 68504
Phone: 402.464.8866
Fax: 402.464.8879

South Central Service Area
1020 W 2nd St.
Grand Island, NE 68801
Phone: 308.398.4662
Fax: 308.398.4665

www.visinetinc.com
Equal Opportunity Employer