

WOODLANDS HOSPITAL

WOODLANDS STAFF AND LEAVE

August 2018

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In this newsletter we will be looking at leave policies, entitlement and furthermore, how Woodlands Staff spends their vacation leave.

Years ago persons were allowed to work through their leave if they so desired and to be paid for it. However after deliberation and upon recognizing the many health benefits of from actually going on vacation, management has changed that and adopted a policy that all persons have to proceed on their Annual Vacation leave in keeping with the Laws of Guyana and Woodlands policies.

In the not so distant past Staff would either return to their hometown or visit family in the country areas of Guyana for vacation. But recently we have noticed that many of our staff travel abroad to enjoy the ultimate vacation.

We asked some of them to share with us their general experiences and in particular any phenomenal experience at any hospital that they think might be worthwhile to in-cooperate here.

We gave them a questionnaire to fill and return; however unfortunately this exercise did not get the full cooperation and support of the staff. Perhaps they thought that it was none of our business.

Of the ones we approached only one staff who visited the United States of America stated that she was at a hospital where visitors were asked to wear a visitor's badge/tag while visiting.

Woodlands Ltd. Leave Policy:

An employee would receive statutory period of leave after completing one year of service as follows:

For the following categories staff:

Attendants, Switchboard Operator, Clerical Staff, Kitchen Assistant, Phlebotomist, Laboratory Technician, Pharmacy Technician, Nurses' Aides/ Nursing Assistants Housekeeper:

1st five years: 14 days per annum, after 5 years: 21 days per annum and on completion of 10 years 28 days per annum

For Registered Nurses, Pharmacist, Medical Technologist, Managers, Doctors: 28 days

All categories of staff get Leave Passage allowance which is one weeks salary

Compassionate leave: 3 days for immediate family otherwise they can request to have it taken out of their Annual Leave or if that is exhausted it would go as unpaid leave

Sick Leave: The Hospital pays for the 1st three days and NIS pays a percentage for the remaining days.

Reporting absence because of sickness requires a Medical certificate from one of Woodlands Doctors if it is for more than one day.

Maternity Leave: 3 months: Hospital pays 30% of the three months salary and NIS pays 70%.



NEWS IN BRIEF**SOME STATISTICS FOR
JULY 2018****Emergency Room****Patients Seen— 2522****Admissions— 104****Maternity****Total Deliveries— 34****Males— 19****Females— 15****Caesarean Sections—11****Neonatal Death— 0****Twins— 0****Premature— 0****Breech— 0****Still Births— 0****Male ward****Admission— 118****Deaths—0****Female ward****Admission - 121****Deaths—1****ICU****Admissions—31****Deaths- 5****Radiology****X-ray— 1248****CT— 161****Ultrasound—2446****ECHO— 0****Holter—0****Stress— 3****Theatre****Surgeries— 108****Ophthalmology — 14****Pharmacy****Prescriptions— 4383****Laboratory****Patients attended—****2760****Pathology Lab****Cytology — 68****Histopathology— 132****DOCTORS MEETING:-****Was held on 25th July, 2018 at 17:00 Hrs.....Chairperson—Dr. N.Gobin****Topic: Myths of Alcoholism by Dr. Macrae****ALL NURSES MEETING:-****Was held on 27th July, 2018 at 15:00 Hrs.****Topic: Customer Service/Customer Care****By: Human Resources Manager****POST VACATON BLUES**

Many people who travel on vacation/holiday find themselves experiencing post-vacation blues, also known as post-vacation or post-travel depression. This condition is marked by an overall decrease in well-being and work productivity following a satisfying vacation. Having to get back into the routine of work, school, and daily life in general can be a source of distress, disorientation and discomfort. However unpleasant it may be, though, the post-vacation blues can be overcome with a little determination, some perspective, some insight on lessons learned from vacation, and a little self-care.

Adjust your sleep schedule ahead of time. Many travelers experience jet lag after traveling, especially if the trip crossed one or more time zones. Jet lag can affect your ability to sleep on a normal schedule, and that lack of sleep quality and/or quantity could contribute to feeling disoriented and depressed that your vacation is over.

Get yourself re-acclimated to your home time zone by getting up and going to bed several hours earlier or later (depending on which way you're traveling) for several days before you plan on returning.

Try to stick to your usual sleep schedule from home while on vacation, if at all possible. Staying on schedule can help make the transition back to your normal life a little easier. Avoid all alcohol and caffeine for at least three to four hours before you plan on going to bed.

Exercise while you're on vacation. Having a workout routine that you stick to while you're traveling can help keep you in shape and reduce stress and fatigue. If you continue that workout regimen after you return from your trip your body will have a sense of physical stability. Exercise also releases endorphins, which can help fight depression as well.

Exercising while you travel may seem daunting, but with a little planning it can be very easy to accommodate. Pack a pair of athletic shoes and some workout clothes, **Schedule your return trip with a few days to acclimate.** The hardest thing to adjust to when coming back from a trip is returning to your normal work/school schedule. However, if you give yourself a day or two to acclimate back to your normal routine, you can make that transition much easier.

Even if you haven't crossed any time zones, it can be difficult to adjust to your day-to-day routine after the fun and spontaneity of a vacation.

If at all possible, try to return to work on a Tuesday. That way you'll skip the hectic nature of a Monday workday and you'll only have a four-day week to return to.

If you plan on resuming work on a Tuesday, make sure you return home on Saturday or Sunday at the latest.

Enjoy the experiences and memories you have. In many cases, changing the way you think about something can alter the way you feel about it, too. This type of cognitive shift may not happen overnight, but with regular practice you can change your frame of mind to appreciate the experiences you've had, rather than mourning the inevitable return to your daily life.

Try to see the enjoyable moments of your trip as part of a lifelong series of new experiences and lasting memories.

Be grateful that you had the chance to experience your vacation. Remember that

Introduce elements of your trip into your daily life. While you may not be able to jet set across the globe every week, you can incorporate some of the things you enjoyed into your home life. If you really enjoyed the cuisine on your trip, make a point of learning to cook dishes from that culture at home. If you loved hearing and speaking a foreign language, commit to taking language or culture classes at a local community college.

By infusing your home life with elements of your trip, you can keep the excitement and sense of discovery alive wherever you live.

Bringing back elements of your trip can also help you grow as a person and expand your sense of identity and culture.

Just be sure that you're respectful of the cultural elements you bring back, as appropriating certain elements of culture is generally considered offensive in many societies.

Reassess your life. If you find yourself truly unhappy and unfulfilled when you're back at home, perhaps you're not just missing your vacation. Vacations are fun because they offer a break from the tedium and familiarity of life, but if you're miserable being at work or at home, you may want to consider making changes to feel happier. Doing this may help you see the good things in your life and eliminate the things that make you unhappy, like your job or your current neighborhood.

Give yourself at least 3 days before committing to any huge life decisions. You may find your everyday life not so horrible after settling back into a routine.

Don't rush into any big life changes, but do use the time after a vacation to reflect on what elements of your life you'd like to change.

Think about whether you feel challenged or appreciated at your current job. You can also reflect on whether you feel comfortable and "at home" in your current apartment, house, or neighborhood.

Talk to close friends and family members before making any big decisions. Even if reassessing your life leads you to realize how happy you are with your current situation, you'll have had a great epiphany that might make you feel more content.

Talk to your doctor as well. You may be suffering from depression, which can affect your ability to adjust to life changes.

Re-Adjusting to Your Normal Life

Carry reminders of home while you travel. Some studies suggest that bringing reminders of home with you when you travel can help reduce the sense of being in a new and different environment. This may help ease the transition back into your normal routine when you return from your trip. Even small, easy-to-pack items like a photograph of your family, your favorite blanket

or pillow, or some other frequently-encountered object (like a coffee cup) can help reduce the sense of being away from home and/or your loved ones.

Know what to expect when you return. For many people, part of the discomfort of returning to work is the stress that comes back after being away. However, one way to cut down on that stress when you return is to contact a coworker a day or two before you'll be returning to work. Your colleague can fill you in on any changes and let you know about anything you might have missed, which can make the transition back into your workplace a little less stressful than coming in blind to those issues.

While it's good to keep in contact with coworkers, you also shouldn't be worrying about what's happening at work the whole time you're on vacation.

Try to avoid contacting your coworker (s) until just before you leave to return home. That way you'll be able to enjoy your time away while still getting a quick update to start planning for.

Bring a vacation souvenir back to your workplace. If you're worried you might have a hard time adjusting to being back at work, school, or just being home in general, having a souvenir around might make that transition a little smoother. Souvenirs can remind you of the fun time you had, and studies have shown that imagining being back in a fun, relaxing place is often enough to relieve stress and anxiety after returning from a big trip.^[10]

If you have an office, decorate your desk and/or your wall with some photographs of your trip. You can also bring little desk-top statues or a calendar with photos from your vacation.

If you don't have your own office or desk, try bringing back something you can wear to work. Even with a strict dress code you might be able to get away with wearing a bracelet or necklace that will remind you of your trip.

Begin planning your next vacation as soon as you get back. Having another vacation on the horizon, even if it won't be for quite a long time, can help you adjust to being back at work/school. It can be psychologically upsetting to be back in your old routine, but knowing that something just as fun is in your future will brighten up your day and give you something to look forward to.

If possible, schedule your vacation time immediately. Just the act of putting time aside for vacation next time is an act affirming that you will have vacation time again.

Any time you find yourself feeling down, think about fun things you'd like to do on your next trip. You can even begin researching the things you'd like to see and do in your free time (but don't do this at work or you may get in trouble).

G

ranting of Bursaries



Woodlands Limited has in keeping with what was started a year ago-Granting of Bursaries to Children of staff who do well at Grade Six assessment as well as CSEC did the same this year.

Daughters of Staff Nurse Midwives Hunte and Langhorne who did well at their Grade six Assessment were granted a sum of One Hundred Thousand Dollars (\$100,000).

This is expected to facilitate the acquiring all that they need to venture into their new journey of academics.

We wish them all the best!

S

ympathy goes to Nurse Rogers for the lose her brother

W

elcome to our New Staff

Kalisha Bobb – Pastry Chef/Cook

Marisa Hetsberger – RN

Krystal Lyken – Multi-Purpose Technician

Tiffany Crandon – Multi-Purpose Technician

V

acancies

Housekeeper: 3 Positions

Audit Clerk: 1 Position

Human Resources Assistant :1 Position

Pharmacist: 1 Position

Bond Clerk-1

Switchboard Operator: 1 position

Customer Services Manager: 1Position

ALL APPLICANTS WILL BE EXPECTED TO WORK ALL SHIFTS

We can now be perused on our Web Site
www.woodlandshospital.com

Management and Staff wish to congratulate the following persons on their birth anniversary for August, 2018

Name of Staff	Birthday
Joan Yussuff	5 th
Jenelle Chesney	9 th
Kishaan Persaud	9 th
Odessa Bobb-Semple	10 th
Elizabeth Taylor	12 th
Azam Latiff	13 th
Geraldine Fraser	13 th
Tisha Amsterdam-Wiggins	15 th
Shannas Basdeo	15 th
Alexander Kwang	16 th
Gorwie Fraser	20 th
Shiji Shaji	21 st
Vonetta Rampersaud-Dick	22 nd
Rondine La Rose	27 th
Micaila Singh	27 th
Julian Deane	28 th

TAKING A BREAK FROM WOODLANDS HOSPITAL

Staff	Leave
Amilia Phillips	27 th – 31 st Aug
Cindy Persaud	13 th Aug-3 rd Sept
Deomattie Dabyram	20 th Aug-4 th Sept
Haimanda Singh	21 st Aug-2 nd Sept
Jasmattie Chumandath	13 th Aug- 9 th Sept
Khemwatie Talmakund	13 th Aug-2 nd Sept
Leiselle Paul	5 th Aug-1 st Sept
Leslyn Harry	14 th Aug-27 th Aug
Mathew Thomas	12 th – 18 th Aug
Milika Stephens	13 th -26 th Aug
Nandranie Dhanpaul	13 th Aug-2 nd Sept
Nicola Rodrigues	19 th Aug-15 th Sept
Odessa Bobb-Bacchus	5 th Aug-1 st Sept
Roshnie Singh-Persaud	6 th – 19 th Aug
Shannas Basdeo	6 th Aug-2 nd Sept
Sheneise Lopes	19 th Aug-15 th Sept
Shonette Bynoe	20 th Aug-17 th Sept
Talfaa Sampson	27 th Aug-17 th Sept
Thomas George	19 th Aug-15 th Sept
Tishanna Gomes	24 th -29 th Aug
Vanetta James	24 th Aug-6 th Sept
Rawle Nurse	20 th -24 th Aug
Peggy Rebeiro	27 th Aug-16 th Sept