



Policy Refreshers for the New Year

With a new year underway, we want to remind everyone of some of the key policy and procedures all employees of Superior Home Care must abide by. PCAs, Homemakers, Companions and Respite Caregivers:

- * are mandated reporters for abuse, neglect and fraud of the MA Program.
- * may not take their own children with them to work.
- * may not take their clients to the PCA's home.
- * may not claim any time that direct services to their client are not provided.
- * may not sleep on the job (unless authorized overnight respite hours).
- * may not use their cell phone while working.
- * may not have visitors while working.
- * are to notify both their client and SHC if they are not able to make their scheduled shift.
- * may not work overtime without prior approval.
- * must notify us immediately if you change your address, phone number or legal name.
- * may not work when a client is hospitalized or in a rehab facility.
- * when the PCA is driving the client, no one else can be in the automobile.
- * may only drive clients that are age 12 and over, for recreational purposes.
- * must have a copy of their driving record and their current auto insurance card on file with Superior Home Care before transporting their clients.



IMPORTANT ANNOUNCEMENT

All employees working PCA hours will be receiving a temporary increase of \$1.05 for each hour worked between December 1 and February 7, 2021. This increase applies to PCA hours only.

Our office will be closing at noon on Thursday, December 31st and will be closed on Friday, January 1st. Have a safe and Happy New Year's holiday!



Lakeville has a holiday light tour until December 31. This is a free event that you can drive the map and see the lights. Go to lakevillemn.gov and search holiday lights. You will get a map and address.

Capable Partners is having an ice fishing event. It will be held at Flickabirds Resort in Rush City on January 28 from 11am - 4pm. Must have a valid fishing license and register at www.capablepartners.com by January 14, 2021.

Zoom is having a no limit New Years Eve day. You can have up to 100 people on it. This is a great way to spend the evening with family and friends.



Happy New Year!
Until next month ... Jim (client)

JANUARY BIRTHDAYS



- | | |
|----------------|-----------------|
| 01 - Hawo | 10 - Brian |
| 01 - Kamlesh | 11 - Rose |
| 01 - Maryam | 12 - Chelsea |
| 01 - Vonyee | 12 - Chai |
| 01 - Samira | 13 - Phu |
| 03 - Suzanne | 15 - LeRoy |
| 04 - Olivia | 15 - Gregory |
| 04 - Kamle | 18 - Mia |
| 04 - Peggy | 18 - Martinique |
| 05 - Cody | 18 - Cara |
| 06 - Rigoberto | 19 - Anna |
| 06 - Jacob | 21 - Rachel |
| 07 - Norma | 22 - Kayla |
| 07 - Gilberto | 23 - Timothy |
| 07 - Christine | 23 - Amaya |
| 07 - Salvador | 24 - Alexandra |
| 08 - Wayne | 26 - Ross |
| 08 - Carla | 28 - Taylor |
| 09 - Julius | 29 - Samantha |
| 09 - Debra | 30 - Ferial |
| 09 - Sokhim | 31 - Rizk |

Get a grip on winter driving

Ease stress and stay safe on the winter roads with these tips:

Slow down - When road conditions are less than ideal, slow down, don't take chances.



Maintain your vehicle - Make sure your antifreeze, battery, brakes, exhaust and lights are all working properly and keep at least a half tank of gas in your vehicle.

Give snowplows room to work - It's difficult for snowplow drivers to see your vehicle. If you can't see the snowplow mirrors, the operator can't see you.

Plan for emergencies - Carry booster cables, road flares, a shovel, blankets, boots, mittens, hat, windshield scraper, two ropes and a winter survival kit in your vehicle.



Know the road - Before heading out on winter roads, call 511 or visit www.511mn.org for current road conditions.

Fun Facts

Penguins have knees. Their legs just look super short because most of their leg bones are covered in feathers.



Every ounce of ice water you drink burns one calorie.

The British pound is the oldest currency that's still in use. It was established 1,200 years ago.

Cats can actually survive drinking ocean water. Their kidneys can filter out the salt and use the water for hydration . . . our kidneys can't.



SUPERIOR HOME CARE

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