

JULY 2008



July 2008—Tifni Little, RN

Congratulations to Tifni Little for being our Employee of the Month! Tifni is originally from Mississippi, and arrived in Hawaii 8 months ago with her husband who is in the military and her 2 sons. Tifni also has one daughter in college in Atlanta. Tifni always wanted to be a nurse since her mother and grandmother are nurses. In fact, her grandmother, an L & D nurse, is 76 and is still working 3 12-hour nights per week! Tifni found Kahu Malama Nurses by doing an internet search before she moved to Hawaii. She tells us she really enjoys doing agency work because it's a great way to see all the facilities on the island, work in different settings. In her spare time Tifni enjoys reading, fishing and traveling. Tifni was nominated because of her great attitude and willingness to be flexible in her assignments. Thank you Tifni for being a great part of our team!

EXPIRING PREREQUISITES

You will be receiving letters advising you of your prerequisite status. These are required by the Joint Commission for the Accreditation of Healthcare Organizations (JCAHO), the Occupational Health and Safety Act (OSHA), and by the clients we serve! If they are not current, or are missing, we are unable to schedule you for assignments! (Please see page 10 of your employee handbook). If you currently have a confirmed schedule you could be cancelled and all shifts reassigned to other field staff. Don't let this happen to you! Call our HR department for assistance!!

"Sorry, You've Been Cancelled"

We hate having to say it almost as much as you hate to hear it. But, we have some advice that might help.

In Kahu Malama's 26 years this is the third time that the temporary nursing industry has down turned dramatically. Hospitals are laying people off. Staff are signing up to work overtime, instead of taking time off. Hospitals are cutting budgets and suffering under slow reimbursement. All of these factors affect what we can offer you.

But, you CAN work in spite of these barriers. In time the situation will change. And, staff relief and travel Nurses will be back in big demand. It is cyclical.

Our recommendations:

1. Orient to a new facility. We have clients who call regularly and don't cancel. It's good for you to branch out, gain new experience and get a paycheck at the same time!
2. Consider a different unit or specialty. Some of the "less desirable" areas still and always need help. Consider SNF and ICF. They aren't what they used to be. Patients are more acute and staffing is better.
3. Be available for last minute and late calls. They happen every day and every shift. Hospitals call us for help hours before a shift and you can be sure they will not cancel. Keep yourself flexible and available and you will have work.
4. Remember that the more options you give us, the more likely we will be to get you work.
5. Work one shift on a weekend. Be available for a different shift. Our staff who are doing these things are working.

If you find you are getting cancelled or are not getting enough in your paycheck, talk to us about some of the things we can do for you.

EMPLOYEE CANCELLATIONS OF PER DIEM ASSIGNMENTS

Please review the following policy from your employee handbook regarding cancellations!

1. Be considerate and professional. Cancellations cause problems.
2. Notify us in advance at least: **2 (two) hours for on-island facilities; 6 (six) hours for homecare; 24 (twenty-four) hours for traveling neighbor island assignments;**
3. We will need as much time as possible to find a replacement for you.
4. When canceling due to illness or injury, we may request a physician's statement to return to work.
5. Two or more cancellations within 30 days will result in probation. (During this time you will not be eligible for pay advances.)
6. A history of cancellation for reasons not due to illness or injury will result in scheduling restrictions or termination.
7. If an employee cancels a shift to work for a competitor, they will no longer be eligible to work for Kahu Malama Nurses.



STAFFING BULLETIN PAY INCREASE AT ALTOS-TAMC!

Effective last Sunday, July 13th, everyone working at this client has received a pay increase. The rate of pay at this facility is still not up to community levels, but they rarely cancel and they have full-time available.

Let us help you get through security clearance so you can have full-time work at Tripler Army Med Center.

IMPORTANT REMINDER FROM THE PAYROLL DEPARTMENT



The payroll week starts on Sunday and ends on Saturday. Pay day is on Friday. All timecards should be in *no later than Wednesday morning*. In the event that Wednesday happens to be a holiday, timesheets will then be due on Tuesday morning. Every employee who is concerned about their paycheck should make every effort to sign in at the beginning and end of their shift and also for any breaks consisting of 30 minutes or more. Being diligent with this duty will eliminate most payroll errors on your check.

We make every effort to pay you correctly! With your help, errors will be kept to a minimum!

Troubles with Caller ID

The Kahu Malama Coordinator may be calling you from their personal phone. We sometimes do this when the business lines are busy or at odd hours when we are working from a remote location. Please don't call us back on these personal lines.

Everybody screens their calls. But, we would prefer if you don't want to hear from us, just tell us so. We don't want to pester you, but it is our job to find people who want to work and work for people who want it. Please help us be more efficient. Answer our calls and let us know what we can do for you.