



Employee Newsletter

October 2017
Breast Cancer Awareness Month



OCTOBER BIRTHDAYS

Delta Fox	2
Cindy Thrasher	2
Janet Barton	3
Justin Hyde	3
Debbie Thigpen	3
Brian King	4
Darrian Ferguson	6
Rachel Sylvester	6
Robert Caldwell	7
James Nelson	7
Doug Mills	8
David Reid	8
Jennifer Campbell	9
Hayle Garcia	11
Jennifer West	12
Joseph Cloer	13
Tylor Dockery	14
Carla Crowder	16
Jennifer Roche	16
Haley Rose	19
Lisa Shields	21
Jesse Neumann	22
Mary Pickens	23
Christy Taylor	24
Jason Hall	25
Tisha Paskanik	25
Chad McMillan	26
Dick Godfrey	27
Tracey Boatwright	28
Todd Hicks	28
Melvin Cantrell	29
Rosanne Handford	30
Ages 20 to 67	

Mandatory Training in October

Our upcoming annual training provided by our Employee Assistance Network is on Tuesday, October 10th and Thursday, October 19th.

Below are the classes and their date and time.

October 10th <u>For Employees</u>	October 19th <u>For Employees</u>
10:00 Harassment Training	8:00 Harassment Training
11:30 Harassment Training	9:30 Harassment Training
<u>For Supervisors</u>	<u>For Supervisors</u>
2:00 Harassment Training	11:00 Harassment Training
3:00 Supervisory Training	

Classes will be held in the old Courtroom. Again, attendance is mandatory for all employees. Attendance is tracked by signed acknowledgement forms, so be sure you sign and turn in a form noting your attendance

EMPLOYEE FLU SHOTS

Flu shots are now available at the Health Department. These are available to our full-time employees and part-time employees who have retirement withheld. Shots are also available to part time EMS, sheriff and jail employees due to the exposure to possible sick folks. You can look at your direct deposit notice and if it lists retirement or leo retirem, then you qualify. For full-time employees, please present your insurance ID card to the clerk at the health department when you go. Hours are 8 am to 4:30 pm. Any dependents who are covered under our health plan would also be eligible.

State of Franklin workers are not County employees and are not eligible for this service.

CONGRATULATIONS!!!!

A big shout out for our Cherokee County Transit Department. They won the NCDOT efficiency award for FY 16 among their peer group which includes 14 counties and the Eastern Band of Cherokee Indians. A peer group is of agencies of comparable size and demographics. Mike Catuto is the Director and he and all the staff have worked hard to accomplish this goal. What an honor for them and for Cherokee County! They are now located in the "white house" that is between the Health Department and Murphy Elementary School. Anyone in the county can ride in the transit vehicles—you don't have to be poor or disabled—anyone can ride. Share this information with anyone who might need transportation.



Commissioner **Board Meetings**

October 2 @ 6:30 pm
October 16 @ 6:30 pm

Is there something you would like to see in the newsletter? Please email Melody at melody.johnson@cherokee-county-nc.gov with any suggestions. Thanks.

The amendment below is to correct our Summary Plan Documents since July 1, 2105. This was an error that was missed because of using a document builder that assumes plans are no longer a grandfathered plan by the standards of the Affordable Care Act. The plan has been administered correctly, this just corrects the language. A signed copy of the amendment is located on the County website on the Human Resources page under Employee Information.

**CHEROKEE COUNTY
HEALTH CARE PLAN AMENDMENT
EFFECTIVE: July 1, 2015
PLAN: 501**

To all Plan Participants:

The above named Plan Document (SPD) is amended effective 07/01/2015 as follows due to administrative error to The Plan Document dated 07/01/2015. The Cherokee County Health Plan remains grandfathered and has continued to administer the benefits as follows:

Summary of Medical Benefits

Page 10 of the SPD effective July 1, 2105, page 11 of the SPD effective July 1, 2016, and page 13 of the SPD effective July 1, 2017 updated to read as follows:

	In-Network	Out-of-Network
Annual & Lifetime Maximum Paid Benefit (per participant)	No Maximum	No Maximum
Annual Deductible (applies to expenses below unless otherwise noted)	\$500 / individual \$1,500 / family	\$1,000 / individual \$3,000 / family
Annual Out-of-Pocket Maximum (includes deductible and coinsurance) Does not include medical plan copays	\$3,500 / individual \$10,500 / family	\$7,000 / individual \$21,000 / family

AllyHealth Telemedicine Benefit

This is just a reminder that the County offers a telemedicine benefit to the full-time employees. If you have not yet registered with them, go to www.AllyHealth.net/activate-account to activate your membership. This saves you time when you do need to use the benefit. This benefit is available to you and anyone who lives in your household, regardless of whether the household members are covered under the County's insurance, and even better than that—the benefit costs you nothing. It is also available for children under 26 regardless of where they live. Some examples of illness they treat are colds and flu, sinus infections, allergies, respiratory infections, bronchitis, pink eye, urinary tract infections, poison ivy and more.

Another thing that is great is that you can go online and choose a provider if you wish to do so. Once you get on the AllyHealth website, there is a tab at the top "Find a Doctor." You can scroll through the list and read about their training and specialties and choose one that might meet your current need or preference and you may schedule an "appointment" to speak with them and speak to them at a time that you can choose. There is also a mobile app that is available to use for the same purpose. You may have a visit by phone or by a video call and you may take pictures and upload them for the doctor to view. There's just a lot of versatility available for you to make this as convenient as possible.

In the event you have something that requires a visit to an in-person provider, they will let you know that. One good option for you, if that is the case, is to utilize the services of our Health Department that now has an in-house physician. You can call them to schedule an appointment and you will have to pay your \$25 office visit co-pay, but it's close and it's convenient and I've heard nothing but good comments about Dr. Lane.

CLAIMS



FILE A CLAIM WITH CONFIDENCE.

Your disability program is managed by The Hartford, a leader in disability and leave services. It's a user-friendly benefit that helps provide essential support services while you're away from your workplace.

Cherokee County

878508

THE HARTFORD MAKES IT EASY TO FILE A CLAIM. JUST FOLLOW THESE STEPS.

STEP 1

Know when it's time to file.

If you're absent from work, we can advise you on when to file your claim. If your absence is scheduled, such as an upcoming hospital stay, call us within 30 days of your last day of work. If unscheduled, please call us as soon as possible.

STEP 2

Have this information ready.

- Name, address, policy number and other key identification information.
- Name of your department and last day of active full-time work.
- Your manager's or HR representative's name and phone number.
- The nature of your claim.
- Your treating physician's name, address, and phone and fax numbers.

STEP 3

Make the call.

With your information handy, call The Hartford at 800-549-6514. You'll be assisted by a caring professional who'll take your information, answer your questions and file your claim.

continued



CLAIMS



GET SUPPORTIVE ASSISTANCE.

Even after your claim has been filed, we may be in touch to check your progress, answer questions or obtain additional information from you. Our goal is to offer a smooth and hassle-free experience until you return to work. Feel free to also call us with anything that's on your mind. We're here to help.

RELAX AND STAY POSITIVE.

You have the assurance of our knowledge, experience and understanding of what you are going through. We're with you all the way, so you can receive the benefits you qualify for and get back to your life.

QUICK FACTS.

The Hartford's goal is to help get you through your time away from work with dignity and assist you in any way we can. Keep the card below in a safe place for future use. We'll be there when you need us.

Prepare. Protect. Prevail.™



(Please cut here and keep in your wallet) ✂

TO FILE A CLAIM, CALL THIS NUMBER:

800-549-6514
878508



If you're absent from work, we can advise you on when to file a claim. If your absence is scheduled, such as an upcoming hospital stay, call us within 30 days of your last day of work. If unscheduled, please call us as soon as possible.

WHEN YOU CALL THE HARTFORD WILL ASK YOU TO PROVIDE:

- Name, address, policy number and other key identification information.
- Name of your department and last day of active full-time work.
- Your manager's or HR representative's name and phone number.
- The nature of your claim.
- Your treating physician's name, address, and phone and fax numbers.

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October is Breast Cancer Awareness Month

The month of October is Breast Cancer Awareness Month. There are many good resources available to help you learn more about this disease. It is the second most common form of cancer among women, trailing only skin cancer.

Below are a few websites where you can learn more about breast cancer:

- ♦ www.cdc.gov
- ♦ www.breastcancer.org
- ♦ www.nationalbreastcancer.org
- ♦ ww5.komen.org (the ww5 is correct)
- ♦ <https://healthfinder.gov/NHO/OctoberToolkit.aspx>

There are a lot more resources out there—be aware—early detection is key.



Timesheets

We are still having problems with a few employees who just don't seem to be able to get their time-sheets turned in on time—or they turn them in but they aren't correct or signed. If you are one of those, just be aware that you can be disciplined for not having your time sheets turned in in a timely manner. While it is the employer's responsibility to keep a record of hours worked, we require employees to complete a time sheet in order for us to accurately keep that record. So it is part of your job to complete and return your time sheet, and to return it on time. Please be mindful of this.



What if...one day google was deleted and we couldn't google what happened to google...

Today I feel like putting an "Out of Order" sticker on my head and going back to bed.





NEWS RELEASE

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Mental health kiosk screenings now available in Cherokee County

August 30, 2017 – Cherokee County now hosts a MindKare mental health screening kiosk, a touchscreen device that allows residents to learn about behavioral health conditions, participate in confidential assessments and find local treatment resources.

Vaya Health, a public managed healthcare organization, and community partners unveiled the kiosk Wednesday morning at the Murphy Public Library, located at 9 Blumenthal St. in Murphy. The kiosk also includes telephone access to Vaya's 24/7, toll-free Access to Care Line at 1-800-849-6127. As part of an ongoing initiative, Vaya is placing MindKare kiosks in public locations in 23 western N.C. counties throughout 2017.

One in four Americans has a diagnosable mental health condition, yet the vast majority does not seek treatment. A leading deterrent for seeking help is fear and stigma. MindKare kiosks are designed for use in public spaces and aim to reduce stigma by making learning about and screening for treatable conditions like depression or anxiety as commonplace as a blood pressure screening.

"Cherokee County's MindKare kiosk is an innovative part of our larger efforts to encourage people to seek help if they have concerns about their mental health or substance use," said Vaya CEO Brian Ingraham. "This kiosk makes it easy for residents to connect with local treatment resources. It also reinforces the message that mental health is an important part of overall health, and that seeking help is a sign of strength, not weakness."

Western North Carolina residents can also take confidential assessments online at www.vayamindful.org.

About Vaya Health

Vaya Health manages public funds for mental health, substance use disorder and intellectual or developmental disability services in 23 North Carolina counties: Alexander, Alleghany, Ashe, Avery, Buncombe, Caldwell, Cherokee, Clay, Graham, Haywood, Henderson, Jackson, Macon, Madison, McDowell, Mitchell, Polk, Rutherford, Swain, Transylvania, Watauga, Wilkes and Yancey. Access to services and crisis help are available 24 hours a day, 7 days a week at 1-800-849-6127. Learn more at www.vayahealth.com.

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Vaya Health

200 Ridgefield Court, Suite 206, Asheville, NC 28806 | 1-800-893-6246 | www.vayahealth.com

October is Fire Prevention Month

The [U.S. Fire Administration](#) reports that fires kill more than 4,000 Americans each year and approximately injure 20,000 more. U.S. fire departments respond to nearly 2 million fires each year, with three-quarters of them occurring in residences..

A home is often referred to as a safe haven. This month, make sure your home is protected from (and your family is prepared for) a fire. Here are 10 simple tips to help you avoid fires and reduce the risk of injury should one occur:

1) **Smoke Alarms** – These are still a very important addition to your home. Smoke alarms are widely available and inexpensive. Install a smoke alarm on every level of your home and test it monthly.

2) **Prevent Electrical Fires** – Don't overload circuits or extension cords. Cords and wires should never be placed under rugs or in high traffic areas. Avoid loose electrical connections by checking the fit of the plug in the wall outlet. If the plug loosely fits, inspect the outlet right away. A poor connection between the plug and the outlet can cause overheating and can start a fire in minutes.

3) **Keep Plugs Safe** – Unplug all appliances when not in use. Follow the manufacturer's safety precautions and use your senses to spot any potential disasters. If a plug is overheating, smells strange, shorts out or sparks – the appliance should be shut off immediately, then replaced or repaired.

4) **Alternate Heaters** – Make sure there is ample space around any portable heating unit. Anything that could catch fire should be at least three feet away. Inspect your chimney annually and use fire screens to help keep any fires in the fireplace.

5) **Fire Safety Sprinklers** – When combined with working smoke alarms, home fire sprinklers greatly increase your chance of surviving a fire. Sprinklers are affordable and they can increase property value and lower insurance rates.

6) **Create An Escape Route** – Create and practice your escape plan with your family from every room in the house. Practice staying low to the floor and checking for hot doors using the back of your hand. It's just like a routine school fire drill – but in your home.

7) **Position Appliances Carefully** – Try to keep TV sets, kitchen and other appliances away from windows with curtains. If there is a wiring problem, curtains can spread a fire quickly. Additionally, keeping your appliances away from water sources (like rain coming in from windows) can help prevent wiring damage which can lead to a fire.

8) **Clean Dryer Vents** – Clothes dryers often start fires in residential areas. Clean the lint filter every time you start a load of clothes to dry or after the drying cycle is complete. Make sure your exhaust duct is made of metal tubing and not plastic or foil. Clean the exhaust duct with a good quality dryer vent brush to prevent blockage & check for lint build up behind the dryer at least twice a year.

9) **Be Careful Around the Holidays** – If you fill your home with lights during the holiday season, keep them away from anything that can easily catch fire. Check all of your lights prior to stringing them up and dispose of anything with frayed or exposed wires.

10) **Conduct Regular Inspections** – Check all of your electronic equipment and wiring at least once a month. Taking a little time to do this each month can really pay off.

Following these simple tips could potentially save your life or the life of a loved one. Pass this list on to your friends and family and make this fire prevention month count!