

# news **WPSH** CENTRE

weekly newsletter of West Parry Sound Health Centre

July 31 to August 6 • 2017



## Whispering Pines Gift Shop

### 20% off

store-wide on all regular  
priced items (excluding  
candy and used books)

July 28 to August 7

Home Decor  
Seasonal Decorations  
Jewelry • Books • Fashion  
Candles & Lighting  
Quilts and  
Handcrafted Items

Main lobby gift shop operated  
by the WPSHC Auxiliary.

*All purchases support  
patient care at WPSHC.*



Community quilters Marjory Thomas and Judith Anderson hold their hand-crafted gift to the Palliative Care Unit at WPSHC. The generous and beautiful quilt was accepted by nurses Donalee Kropf, Julia Sek, and Bev Watson-McCauley.



## Please plan to attend Appreciation BBQ

### Friday 15 September

"Thank You"  
to our Volunteers, Staff,  
Physicians, and Partners in Care.

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## Helping patients reduce tobacco use, webinar offers training support

The Registered Nurses' Association of Ontario (RNAO) in collaboration with Canadian Cancer Society invites nurses, health care providers, and students to attend a FREE knowledge exchange webinar to learn about how you can support your patients to quit or reduce their tobacco use through the Run to Quit program.

### Run to Quit: The Effectiveness of Physical Activity as a Smoking Cessation Technique

**Tuesday 29 August - 12 to 1 p.m.**

During this webinar, you will learn:

- The benefits of the Run to Quit program
- The results of the first program year
- The supports you can provide to your patients with Run to Quit

Run to Quit is a program funded by the Public Health Agency of Canada to help Canadians quit smoking by getting active. The Canadian Cancer Society and the Running Room have partnered together to develop Run to Quit and it is being evaluated by the University of British Columbia for its potential as a chronic disease prevention tool.

*Presenter: Kaylyn Sutcliffe B.Phed, M.H.K (Canadian Cancer Society),*

*Kaylyn Sutcliffe studied Health Promotion at Laurentian University and continued her education completing her Master's in Human Kinetics focusing on clinical studies on environmental toxins. She has combined her love for physical activity and health promotion by working on several different community engagement projects that focused on increasing physical activity and access within communities. Kaylyn is now a Senior Coordinator at the Canadian Cancer Society working on the Run to Quit Program. Through this program, she is able to work on coupling physical activity with smoking cessation techniques. She works on the National program team and is the lead for Ontario engagement, Ontario program operation support, and evaluation support.*



West Parry Sound Health Centre is proud to be Accredited With Exemplary Standing, the highest measurement awarded by Accreditation Canada.

[www.accreditation.ca](http://www.accreditation.ca)



### Please tell us

Send us your compliments, questions, or concerns. Use the 'contact us' button at

[www.wpshec.com](http://www.wpshec.com)



This newsletter and other helpful information can be found on-line at

[www.wpshec.com](http://www.wpshec.com)

Contact News Centre editor Jim Hanna  
[jhanna@wpshec.com](mailto:jhanna@wpshec.com)

705 746-4540 extension 4144

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## Converting Libre Office and WordPerfect files to Word

The IT Department continues to work on our transition to the Office 365 and Office 2016 tools. The current phase of the migration is at the deadline.

Document management can now be done on-line. Word 2016 and Excel 2016 in conjunction with OneDrive or SharePoint offers the ability to create, save, and share documents. In order to facilitate this, documents created in Libre Office (.odt) or Corel WordPerfect (.wpd) need to be converted to Word 2016 or Excel 2016 by Tuesday 1 August.

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Reminder: 'How To' instructions are located on the Y Drive, in the Education folder in the IT Education sub-folder.

If you have any questions about converting these files, e-mail Ida Doubrough at [idoubrough@wpshc.com](mailto:idoubrough@wpshc.com) or extension 5016.

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Do you have any questions about Outlook 2016? Do you have questions about using your email, or your calendar, or your contacts list, or your To Do Tasks?

You can come to the IT Training Room Monday to Friday between 1400 and 1600 hours for short training sessions. On Thursday evenings, there are sessions between 1800 and 1900 hours. Please note there will NOT be any sessions from 31 July to 14 August 2017. Sessions will resume Tuesday 15 August.

If you have any questions about Outlook or Office 365 contact Ida Doubrough at [idoubrough@wpshc.com](mailto:idoubrough@wpshc.com) or extension 5016.

As always, there is support from the IT Department team for technical issues by submitting an IT HelpDesk ticket or at ext. 1354.



**ELECTRONIC HEALTH RECORDS**

TRANSFORMING PATIENT CARE  
WEST PARRY SOUND HEALTH CENTRE

*Another Project Fuelled by Donors*



west parry sound  
health centre  
**FOUNDATION**  
CARING FOR YOU  
IN COTTAGE COUNTRY

We're thankful for donor generosity and the work of our Foundation for making these projects possible.

## Collaboration Portal to SharePoint

As many of you are familiar, the Collaboration Portal application the organization is currently utilizing for document sharing and storage has been a great way to keep committees and teams in touch as information and documents become available. Interacting with our colleagues through document check out and discussion boards has made an impact in how we conduct our business.

The Collaboration Portal is another application that is currently being supported by our IT staff.

Since the organization adopted Office 365, we are moving towards utilization of another tool provided by Office 365, which is SharePoint.

*"So...What is SharePoint?"*

SharePoint is a collaborative application that allows users at the very least the same functionality as the Collaboration Portal. What we called "workspaces" in the Portal are referred to as Sites in SharePoint and are customizable to meet the needs and demands a team or committee requires. Whether it's a project specific site, community discussion or team site, SharePoint has an incredible selection of additional applications to streamline and improve communication.

Now, we have set up the foundation of Primary Sites to reflect what is currently on the Collaboration Portal and are now working on education materials for end users (you!).

*"OK...so what happens now?"*

As of 25 August we will be shutting down the Collaboration Portal.

Again, like Outlook, we needed to re-examine where our in-house resources are going in supporting applications. Although our IT team can maintain the Portal, we need their expertise elsewhere! Administrative and Departmental Assistants in the organization will be going through a super user training in August. They will be able to assist in this transition as we will be using SharePoint quite heavily.

*In the meantime, if you would like to confirm that your Workspace on the Collaboration Portal is being setup in SharePoint, please contact Erin Snider ([esnider@wpshc.com](mailto:esnider@wpshc.com) or ext. 1338). Or even if you would be interested in a SharePoint orientation, we are happy to accommodate that as well!*

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# What's cooking this week...

## OUR DAILY LUNCH MENU

### MONDAY

Soup: Beef barley, Chicken corn chowder  
Entree: Breaded shrimp and onion rings

### TUESDAY

Soup: Broccoli and cheese, Mediterranean vegetable  
Entree: Souvlaki and perogies

### WEDNESDAY

Soup: Cream of broccoli, Homemade beef noodle  
Entree: Baked potato bar

### THURSDAY

Soup: Homemade chicken rice, Tomato ravioli  
Entree: Chicken parmesan sandwich

### FRIDAY

Soup: Potato bacon, Garden vegetable  
Entree: Fish and fries

## Donors making a Difference at WPSHC



west parry sound  
health centre  
**FOUNDATION**  
CARING FOR YOU  
IN COTTAGE COUNTRY

**Foundation 50/50 Payroll Prosperity  
prize this week \$462.50.  
Biggest one yet!**

Draw takes place Friday in our Cafeteria.

## Meals served in our Cafeteria

Hours of operation are:

Monday to Friday - 11 a.m. to 1:30 p.m.



All weekly menus can  
be subject to change



## You can pre-order tonight's dinner meal

- All dinner orders must be placed before 2 p.m. by calling extension 2510.
- There will be no custom orders.
- Dinners are \$5, payment due at pick up.
- Pick up is between 4 and 6 in Dietary.

### Monday

- Chicken stew with a tea biscuit

### Tuesday

- Beef pot pie with carrots

### Wednesday

- Spaghetti with meat sauce

### Thursday

- Roast pork and mashed potatoes with vegetables

### Friday

- Roast beef and mashed potatoes with carrots

### Saturday

- Chicken broccoli alfredo with mixed vegetables

### Sunday

- Roast turkey with garlic mashed potatoes and green beans

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**THE OFF-BROADWAY HIT COMES TO PARRY SOUND!**

# Menopause The Musical®

The Hilarious Musical Celebration Of Women & The Change!

**All-Star Cast!**

**Sunday August 27<sup>th</sup>**

Laugh out loud comedy featuring 25 classic hits from the 60's, 70's & 80's!

*"You'll Love It. Go See It"*  
-Joy Behar, The View

*You'll Laugh Through The Whole Show"*  
-CTV

**Come Celebrate Your Womanhood!**

**DON'T MISS OUT - WILL SELL OUT!**

**1 SHOW ONLY!**

**Sunday, August 27 @ 7 pm**

**Stockey Centre, Parry Sound**

**FOR TICKETS & SPECIAL DISCOUNTS 8+**

**CALL: 877-746-4466**

**STOCKEYCENTRE.COM**

In support of West Parry Sound Health Centre Foundation



## Medical office seeking admin support

**Medical Secretary/  
Administrative Assistant part-time, with potential for full-time long term, required by busy medical office.**

The successful candidate must have:

- Proficiency in medical terminology; experience in the medical environment would be an asset.
- Strong work ethic; positive and patient-focused attitude; be professional, reliable, and committed to patient care.
- Superior written and oral communication skills and ability to work as a team member.
- Time management, organizational and self-planning skills; flexibility to accommodate changing priorities.
- Strong IT skills would be an asset.

Please submit your cover letter and resume to [WPSHC.M.O@hotmail.com](mailto:WPSHC.M.O@hotmail.com) by Friday 18 August



You should be a Hand Hygiene Leader  
Use hand sanitizer every time you enter and leave the health centre.

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# Help enhance the healthcare system in Northeastern Ontario!



## Join the North East LHIN's Patient and Family Advisory Committee

The North East Local Health Integration Network (North East LHIN) is putting together a Patient and Family Advisory Committee to help inform the delivery of quality healthcare services across Northeastern Ontario.

### We are looking for:

- Fellow Northerners, including healthcare consumers and caregivers who live in Northeastern Ontario.
- People who have had a range of personal experiences with the health care system and who are willing to share their stories and insights to help inform system changes.
- Diversity of the population, including Indigenous and Francophone Northerners, people living in rural and urban areas, and all age groups.

### As a Committee Member you will:

- Attend meetings four times a year (eligible travel costs will be reimbursed).
- Advise on opportunities to include a patient's perspective in initiatives to better coordinate care across the region.
- Support patient engagement efforts.
- Provide advice on recommendations about health system improvements from a patient and/or family caregiver perspective.
- Recommend practical ideas to improve patient care and caregiver support.
- Link with other patient and family advisory groups across the LHIN and across the province.

**Interested in participating? Visit [www.nelhin.on.ca/pfac](http://www.nelhin.on.ca/pfac) to apply. Applications will be accepted until Friday August 11, 2017.**

**For more information:** Contact Katerine Moyer at 1-866-906-5446 ext. 221 or [katerine.moyer@lhins.on.ca](mailto:katerine.moyer@lhins.on.ca)