

# TEAMBUILDER

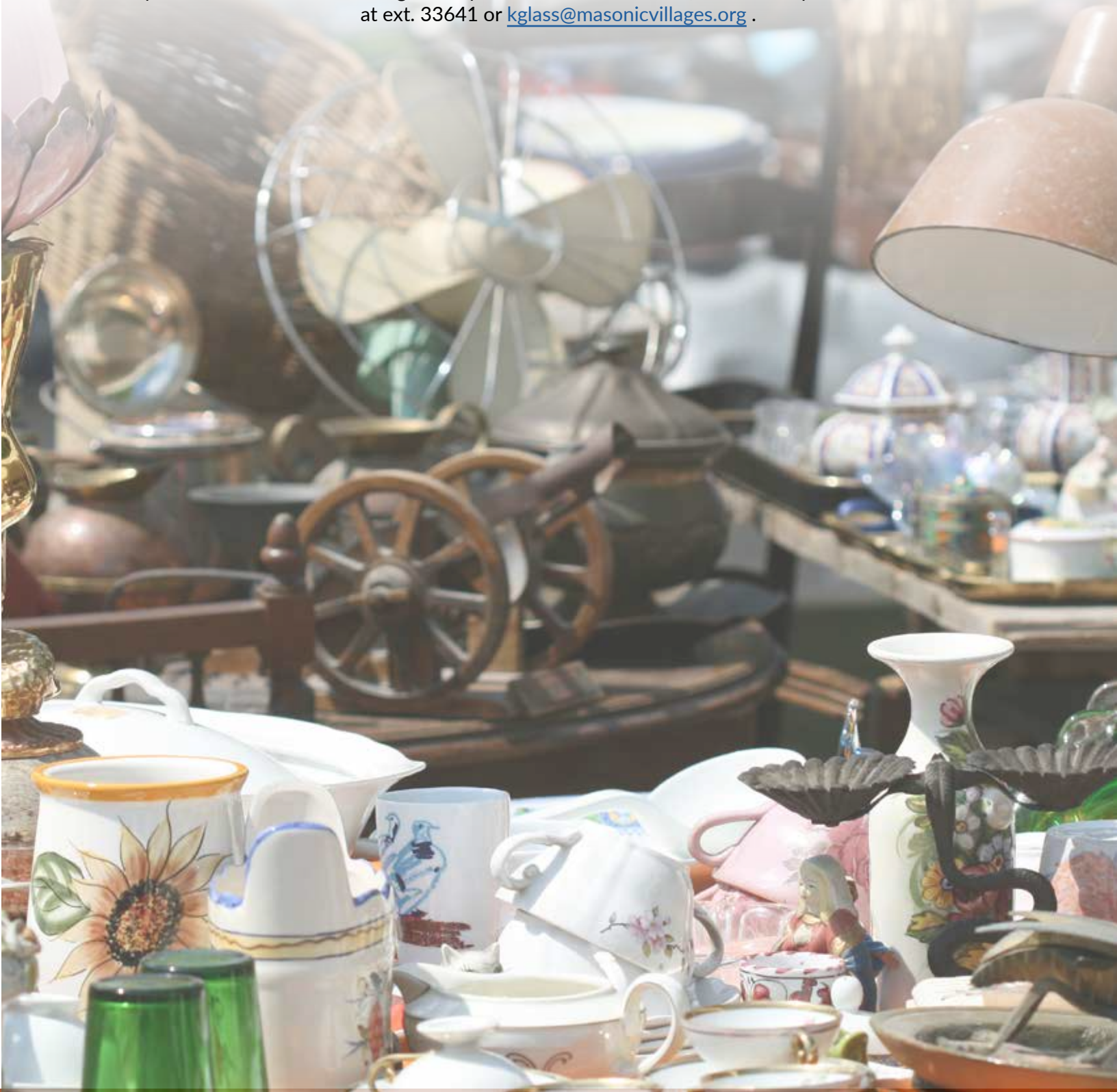
Masonic Village at Elizabethtown Employee Newsletter Feb. 10, 2017



**Find the  
Unexpected!**

# Yard Sale!

Find the unexpected at the multi-neighborhood yard sale, held on Fri., March 10, from 10 a.m. - 3 p.m. in the Masonic Health Care Center's Roosevelt Assembly Room. Proceeds from sales will benefit individual neighborhoods and Masonic Charities. If you are interested in donating items, please contact **Kim Glass**, music therapist/FM recreation coordinator, at ext. 33641 or [kglass@masonicvillages.org](mailto:kglass@masonicvillages.org).



## Darrenkamp's Gift Card Update

Starting Feb. 14, Darrenkamp's will be offering a 5% discount on Darrenkamp's gift card purchases (instead of 10%). Staff are able to purchase Darrenkamp Gift Cards in the Human Resources office on Tuesdays following each pay date.

w e l c o m e

## New Employees

**Fritz Cooper**, nursing assistant  
**Donna Coringrato**, nursing assistant  
**Amanda Dorsey**, nursing assistant  
**Sarah Dorwart**, café worker  
**Sherry Drager**, homemaker  
**Tanishia Edwards**, LPN/charge nurse  
**Sharon Eshelman**, personal care attendant  
**Samantha Freas**, server  
**Roger Hull**, transportation driver  
**Courtney Keller**, nursing assistant  
**Melinda Knarr**, environmental services worker  
**Nicole Malone**, server

**Andrew Menear**, maintenance mechanic 1  
**Mary Meszaros**, executive assistant  
**Marissa Miller**, server  
**Tyler Moore**, server  
**Krysta Nolan**, server  
**Debra Novinger**, RN case manager  
**Jacqueline Saye**, nursing assistant  
**Denise Uhl**, nursing assistant  
**Jazmine Walters**, nursing assistant  
**Danielle Yates**, nursing assistant  
**Andrew Youndt**, café supervisor

## Do You Have What it Takes?

Staff teams, referees and score keepers are needed for the **2017 Fly Swatter Madness Tournament** being held on March 20 - 24. Played with fly swatters and balloons, participants will exercise their mind, body and spirit in this fun-filled and suspenseful table game.

### Tournament dates:

March 20 and 21, 10 a.m. - 2 p.m. for 1st and 2nd round games.

March 23 for the semi-finals at 2 p.m.

March 24 at 2 p.m. for the finals.

All matches are played in the Roosevelt Assembly Room in the Masonic Health Care Center. If you are interested in submitting a staff team, being a referee or score keeper, please contact **Kirk Rakos**, therapeutic recreation supervisor, at [krakos@masonicvillages.org](mailto:krakos@masonicvillages.org) or ext. 33191 by March 4. Staff teams must be made up of six players and have a team name.

Sign up soon, as the tournament is limited to 10 staff teams!



**Fly Swatter  
MADNESS  
Tournament!**



# Wellness

## Journey to the Best YOU

### It Pays to be Well! Employee Wellness Rewards

Masonic Villages encourages employees to focus on wellness at work and at home. We are offering the following incentives for 2017:

1. **Wellness Profile (employee and insured spouse may participate)**
  - a. Begin by obtaining your user ID and password from the Highmark website, [highmarkblueshield.com](http://highmarkblueshield.com).
  - b. Complete the Wellness Profile under the Highmark REWARDS Program between Jan. 1 and March 31, 2017 to receive a \$100 gift card the month after you complete the Wellness Profile.
  - c. If your insured spouse completes the Wellness Profile by the deadline, he/she will receive a \$100 gift card the month after he/she completes the Wellness Profile. The incentive for insured spouses is not contingent on whether or not the employee completes the Wellness Profile.
2. **\$50 gift card for seeing your primary care physician for a Wellness Preventive Examination**
  - a. Complete the initiative between Jan. 1 and Dec. 1, 2017. You will need to obtain a note from your physician on your physician's office letterhead or prescription pad as proof of the visit.
  - b. Email or hand-deliver proof of completion of your Wellness Preventive Exam to **Connie Kopp**, director of risk management, no later than Dec. 1. Connie's office is located in the Human Resources ranch house. Office hours are Mon. - Fri., 7 a.m. - 3 p.m. Email her at [ckopp@masonicvillages.org](mailto:ckopp@masonicvillages.org).
  - c. When proof of the Wellness Preventive Examination is provided to Connie between Jan. 1 and May 19, \$50 gift cards can be picked up on June 5, 6 or 7, from 6:30 - 9 a.m.
  - d. When proof of the Wellness Preventive Examination is provided to Connie between May 22 and Dec. 1, \$50 gift cards can be picked up on Dec. 18, 19 or 20, from 6:30 - 9 a.m.
3. **\$50 gift card for participating in the Masonic Village Health and Wellness Fair**
  - a. Receive a punch card and participate in the suggested amount of screenings and booths to receive a \$50 gift card the month following the Wellness Fair. The Wellness Fair will be held on Sept. 11, from 9 a.m. - 4 p.m. in the Roosevelt Assembly Room.
4. **10,000 Steps - Receive a pedometer and prizes for participating.**
5. **Masonic Village Department Challenge - Receive T-shirts and prizes for participating.**
6. **Biometric Screenings - Free to all employees during the Benefits Fair in October.**

See future Teambuilders for dates and more information about these programs.

#### **Associate Memberships**

All employees who are not enrolled in medical coverage through Masonic Villages will automatically receive an Associate Membership card in the mail. Any employee who chooses to participate may easily sign onto the Highmark website and complete the profile. You do not need to contact Human Resources.

If you choose to participate in the Wellness Profile, please print out the last screen confirming successful completion. There have been a few occasions where employees' names have not appeared on the monthly reports issued from Highmark. These reports are used to distribute the gift cards to participating employees. If this occurs, we will ask you to provide the printout to verify participation.

### Help Safeguard Computer Equipment from Theft & Malware

Be vigilant every day about your surroundings and actions when using electronic devices at work.

- Do not leave laptops, tablets, iPhones or other devices unattended.
- Log off the device when not in use.
- If you see someone you do not know around equipment or other restricted areas, please ask if you can assist him/her and ask for identification if in doubt.
- When using a laptop or other device on a med cart, mobile cart or any open area, make sure the device is secured by a locking cable or other mechanisms to safeguard the device from theft.
- For concerns or questions regarding how to safeguard computer equipment in your area, please contact your supervisor and the Information Security Officer at ext. 33271.

Remember, equipment which is stolen, accessed or viewed by unauthorized individuals must be reported to your supervisor and the Information Security Officer for further review. The incident could lead to a HIPAA breach.

# get active!

To register for classes, contact the Baird Wellness Center at ext. 33783.

## Water Aerobics

Mon. & Wed. • March 6 - April 12

7:15 - 8 p.m. • Patton Pool

Registration: Feb. 10 - 27

Cost: \$40

## Water Aerobics

Mondays only • March 6 - April 10

7:15 - 8 p.m. • Patton Pool

Registration: Feb. 10 - 27

Cost: \$23

## Water Aerobics

Wednesdays only • March 8 - April 12

7:15 - 8 p.m. • Patton Pool

Registration: Feb. 10 - 27

Cost: \$23

## Deep Water Workout

Thursdays • March 9 - April 13

7:15 - 8 p.m. • Patton Pool

Registration: Feb. 10 - March 2

Cost: \$23

## Red Cross Lifeguard

### Recertification Class

Sundays • March 12 & 19

8 a.m. - 2 p.m. • Patton Pool

**Must sign up through GEARS  
at 717-367-0355**

## *Belly Dance Class*

Mondays • March 6 - April 3

4:15 - 5:15 p.m.

Brossman Ballroom, Salon I

Cost: \$10

Registration: Feb. 10 - March 6

Shimmy off the winter blues, tone your muscles, reduce stress and have fun! Also known as Middle Eastern Dance, belly dance is an ancient folk dance geared for every fitness level. Part cardio and muscle toning, it focuses on isolation of the torso muscles, with an emphasis on articulations of the hips rather than on movements of the limbs. No prior dance experience needed. Please wear loose comfortable clothing. You may also bring a long scarf to tie around your hips.



## **Golf Strength & Flexibility Program**

Attention golfers - Golf season is right around the corner! To keep in shape over the winter months, the Baird Wellness Center is offering a Golf Strength and Flexibility program that includes a postural and balance assessment and a personal program developed according to your results. Cost is \$25. Advance your progress by adding personal training at \$15 per session. Contact the Baird Wellness Center to schedule your appointment at ext. 33783.

# HEALTHWAYS® FITNESS YOUR WAY

Get Access to Nearly 9,500 Fitness Locations

## Enroll Now

Whether you want to lose weight and maximize your energy, or manage stress and improve your mood, here's a great, low-cost way to meet your goals. Healthways® Fitness Your Way allows you to join a network of fitness facilities for a discounted rate, so you can work out anywhere when it's convenient for you — at a cost that doesn't stretch your budget.

## How it Works

Healthways Fitness Your Way gives you access to nearly 9,500 fitness locations, including select national chains. As a Healthways Fitness Your Way member, you can visit any participating fitness location — anytime, anywhere — as often as you like.

Pay only **\$25 a month\*** and make a three-month commitment. Do it all online. Then put your fitness plan into action.

During the month of February, Healthways Fitness Your Way will waive the **\$25 initiation fee** when you use the coupon code **FebFit17**.

## How to Enroll

Log in to [highmarkblueshield.com](http://highmarkblueshield.com)  
(or register for access by following the instructions).

- Select **Member Discounts**.
- Scroll to **Member Discounts** and select **Blue365 Discounts**.
- Select **Browse All Deals** and select **Healthways Fitness Your Way**.
- Select **Login to Redeem** (register for Blue365 by following the instructions for first time users.)
- Once registered, select **Browse All Deals** and select **Healthways Fitness Your Way**.
- Select **Click Here to Enroll Now**.
- Enter the coupon code **FebFit17** when prompted. Coupon code valid from **February 1 – February 28**.
- Print your card and start using your membership right away!
- Present your card at the facility you choose.

You will be billed for \$25 monthly. If you prefer, you can call 1-888-242-2060 to enroll. For member web support, please call 1-877-298-3918. The fitness center discount is separate and distinct from your health benefits plan.

\* Taxes may apply. Individuals must be 18 years of age to purchase a membership. \$25 monthly fee requires a three-month commitment.

Highmark Blue Shield is an independent licensee of the Blue Cross and Blue Shield Association.  
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The Plan complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, or sex.



ATENCIÓN: Si usted habla español, servicios de asistencia lingüística, de forma gratuita, están disponibles para usted. Llame al número en la parte posterior de su tarjeta de identificación (TTY: 711).

请注意：如果您说中文，可向您提供免费语言协助服务。请拨打您的身份证背面的号码（TTY：711）。

10/16 CS105003

Made Available Through:



healthways fitness your way

HEALTHWAYS IS A NATIONAL VENDOR THAT PROVIDES SOLUTIONS TO IMPROVE HEALTH AND WELL-BEING.

# Mandatory Training

## Annual Inservice

The 2017 Annual Inservice for administration, general and direct care staff is now available on the Intranet. If you have questions regarding the course or quiz, contact **Todd Weitzel**, administrative assistant, at ext. 33390, or **Lori Seiders**, director of organization and training, at ext. 33697.

## Driver Training

If you are an authorized driver of Masonic Village-owned vehicles, or travel for Masonic Village business, you must complete your driver training by March 31. The training video can be found on the Intranet, under the Training Tab, titled, Defensive Driving. Please be sure to complete the attendance form and return to **Connie Kopp**, director of risk management, human resources.

## OD & T Classes

To schedule the following OD&T classes, contact **Todd Weitzel**, OD&T administrative assistant, at ext. 33390. All classes can be found in the Course Catalog on the Intranet.

### ***Achieve a Healthier You***

Mon., March 6 (9 - 10 a.m.)

### ***Annual Abuse Awareness***

Tues., March 21

(9:15 - 10:15 a.m., 1 - 2 p.m.,  
2:30 - 3:30 p.m., 9:15 - 10:15 p.m.,  
11:30 p.m. - 12:30 a.m.)

Wed., March 22 (12:30 - 1:30 a.m.)

### ***Communicating with Impact***

Wed., Feb. 15 (8 a.m. - 12 p.m.)

### ***Compassionate Touch***

Tues., Feb. 21 (9:15 - 10:15 p.m.,  
11:30 p.m. - 12:30 a.m.)

Wed., Feb. 22 (12:30 - 1:30 a.m.)

Tues., March 7 (9:15 - 10:15 a.m.,  
1 - 2 p.m., 2:30 - 3:30 p.m.)

### ***Hand in Hand***

Thurs., March 16 (8 a.m. - 4 p.m.)

### ***Resident Advocate Training***

Wed., March 1 (8 a.m. - noon)

Wed., March 29 (8 a.m. - noon)

### ***Validation Training NEW CLASS***

You must attend all three days.

Day 1: Wed., March 8 (8 a.m. - 4 p.m.)

Day 2: Thurs., March 23 (8 a.m. - 4 p.m.)

Day 3: Wed., April 5 (8 a.m. - 4 p.m.)

To schedule the following CPR classes, contact **Diana Sarver**, CPR training center coordinator, ext. 33816.

### ***Basic Life Support Provider (CPR)***

Tues., Feb. 14 (11:30 a.m. - 3 p.m.)

Tues., March 14 (5:30 - 9 p.m.)

Wed., March 22 (11:30 a.m. - 3 p.m.)

### ***Heartsaver First Aid***

Fri., March 17 (11:30 a.m. - 3 p.m.)





# Three Loaves Café Specials

## Week of Feb. 13

Chipotle Chicken Salad \$7  
Black Bean Veggie Burger \$6.50  
BBQ Pulled Pork Sandwich \$6

## Week of Feb. 20

American Club Wrap \$7  
Tuna & Tomato Salad \$6  
Meatball Sub \$6.50

## Breakfast Hours

Mon. - Sat., 6:30 - 10 a.m.  
Sun., 9 - 11 a.m.

## Lunch and Dinner Hours

Mon. - Sat., 10:30 a.m. - 7 p.m.  
Sun., 11 a.m. - 6:30 p.m.

Call in an order for pick-up: ext. 33520



**MASONIC VILLAGE  
FARM MARKET**

Many vegetables are buy one,  
get one FREE!

10 varieties of apples available including:  
Honeycrisp, Gala, Pink Lady and  
Jonagold. Apple seconds on sale for  
\$10 for 1/2 bushel.

Baked goods and milk are available in  
limited supply. You may order baked  
goods and milk by calling 717-361-4520.  
Milk must be ordered at least a week in  
advance and 24 hours in advance  
for baked goods.

Follow the Farm Market on  
[Facebook](#) for weekly specials.

## Winter Hours

Friday, 8 a.m. - 5 p.m.,  
Saturday, 9 a.m. - 3 p.m.  
[mvfarmmarket.com](http://mvfarmmarket.com)



# Employee Meal Program Feb. 21 & March 7

Employees may pick up food from the Employee Meal Program from 1:45 - 4:30 p.m., outside the Brossman Kitchen. The program includes frozen meals from the Restaurant at Grand Lodge Hall and Culinary Arts Center.



## WHY Meetings

**Cindy Phillips**, executive director, invites all staff to attend her WHY meetings, so you can be informed about what is happening around our campus and to have your questions answered.

Feb. 16, from 2:30 - 3 p.m. in the Keystone Room - James Buchanan Clubhouse

March 14, from 10 - 10:30 a.m. in the Village Café - Masonic Health Care Center

March 14, from 8:30 - 9 a.m. in the Deike Auditorium - Freemasons Cultural Center



## Mission Statement

Our not-for-profit caring communities and services assist individuals, families and children in realizing their potential and enjoying the highest possible quality of life through the traditions of Freemasonry. "Teambuilder" Submissions & Questions: 717-367-1121, ext. 33383 or [bbanta@masonicvillages.org](mailto:bbanta@masonicvillages.org)  
The Elizabethtown "Teambuilder" is published biweekly by the Public Relations Department.

## Reporting Violations

Masonic Village has established a compliance hotline through Lighthouse Services, Inc., to report fraud, unlawful, unethical and other types of improper behavior. Employees may contact Lighthouse Services by using the contact information below. Such reports may be made confidentially and anonymously.

Toll-free: 844-600-0095

[www.lighthouse-services.com/masonicvillages\\_reports@lighthouse-services.com](http://www.lighthouse-services.com/masonicvillages_reports@lighthouse-services.com)

(Must include company name with report.)

Masonic Villages is a Member of LeadingAge, LeadingAge PA, Kairos Health Systems, MCASA.



**MASONIC VILLAGE**

*Enjoy Life Your Way*



EQUAL HOUSING  
OPPORTUNITY