MAY 2017





Health Team Moves to Improve Responsibility Among **Women During Pregnancy**

With only 8.4 percent of pregnant women accessing prenatal care in the public health system during the third trimester of pregnancy and less than 50 percent in the first and second trimesters, the health team in Manchester is encouraging women to take charge of their health during pregnancy.

On Tuesday, May 30, 150 pregnant women converged on the grounds of the Manchester Health Department for the 3rd staging of PREGMATE, Pregnant Mothers Advancing Through Education, an antenatal health fair by the Manchester Midwives Association and the only initiative of its kind in Jamaica.

Organizer of PREGMATE and Registered Midwife at the Manchester Health Department, Mrs. Petal McNally explained that the initiative was developed out of the need to educate pregnant women, as there was an increase in areas of concern in pregnancy including anemia, dental care and nutrition.

"We thought it would be good to bring them in a forum like this to educate Ms. Kelly said. them on various aspects relating to their pregnancy. We really want to highlight and ensure that mothers of today know that pregnancy is a beautiful thing but if you don't manage it carefully then you will end up with problems. We tiative because you have mothers that aren't being keep on telling them that you can bring this pregnancy up to 40 weeks and you go into labour and come out alone; and that is what we want to try to prevent. We want to go across the length and breadth of Jamaica, to tell mothers that and friends. This is an eye opener and I hope they they need to take charge of their reproductive health," Nurse McNally said.

The women were exposed to the importance of physical activity, nutrition and ultrasound in pregnancy in addition to dental hygiene and the benefits and prevalence of homebirths. Presentations were also delivered on factors relating to high risk pregnancies, jaundice in newborns, the roles and responsibilities of midwives and the naming and registration of babies.

For, Shanoy Kelly, who is having her second pregnancy, the forum was very informative which enlightened her about the importance of physical activity during pregnancy.

"I want to say thank you to the organizers of this initiative because you have mothers that aren't being educated when it comes on to pregnancy. They only know what they hear from their mothers, grandparents and friends. This is an eye opener and I hope they spread it across Jamaica, not only Manchester"

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A section of the audience of pregnant women paying keen attention to the presentations.

"I want to say thank you to the organizers of this inieducated when it comes on to pregnancy. They only know what they hear from their mothers, grandparents spread it across Jamaica, not only Manchester" Ms. Kelly said.

A physical activity session with the women.



In The News: Southern Regional Health Authority

Ear, Nose and Throat Services For Children Now Offered in Central Jamaica After \$823,000

Donation



Consultant at the ENT Department of the Mandeville Regional Hospital, Dr. Andrew Manning (2nd left) receives a piece of equipment from Patron Coordinator of the Manchester Wellness Foundation, Mrs. Carolgene Williams. Sharing in the moment are SRHA Regional Director, Mr. Michael Bent (right) and CEO of the Mandeville Regional Hospital, Mr. Alwyn Miller.

Previously, persons needing surgeries to remove foreign objects from the oesophagus would have to be transferred to hospitals in Kingston; however, this and other services are now being offered for both adults and children at the Mandeville Regional Hospital (MRH) through the donation of clinical equipment from the Manchester Wellness Foundation, valued at \$823,000.00.

The donation of clinical equipment including suction aspirators, grasping forceps, oesophagoscopes and rigid paediatric oesophagoscopes to enable emergency and surgical intervention for children at the MRH Ear, Nose and Throat (ENT) Department, was handed over by the non-profit organization on Wednesday, May 31 at the Mandeville Regional Hospital.

According to CEO of the MRH, Mr. Alwyn Miller, the 2106 donation of clinical equipment to enable emergency and surgical intervention for adults by the Foundation has contributed to an 11 percent increase in the number of patients accessing services at the ENT Department.

"I am pleased to inform that the benevolence of the Foundation has not been in vain and whilst there are contributing factors, when I checked the figures, it suggested that the ENT Department saw some 451 more patients in 2016 than it did in 2015, with a total of 4,366 patients. I hasten to say that this department is a department of two and I want to applaud the team in terms of the work that they have been doing" the CEO said.

Turning to the significance of the donation, Mr. Miller added: "Certainly we can understand the importance of having that expertise available right here in our community rather than having to transfer some of those patients to other facilities outside of the region. This is evidence that the work of the Manchester Wellness Foundation is reaping success. I hope you will feel encouraged by it and will continue to support us as a hospital in strengthening our services. We want to encourage the community at large to continue to support the endeavors of the Foundation. "

For, Consultant at the MRH ENT Department, Dr. Andrew Manning, the donation made by the Foundation is priceless adding that "the adult oesophagoscope equipment has allowed us to perform rigid oesophagoscopy, that is looking down patients gullets, the layman term for the esophagus. The reasons for doing this is for patients who have ingested foreign bodies and also many patients who may have suspected cancers in the esophagus. So we will be able to look down and perform the procedures and we will no longer have to send some of the patients to Kingston".

Regional Director of the SRHA, Mr. Michael Bent pointed out that though the Foundation consists of only nine members and has been in existence for 14 years, the organization has been a very consistent and reliable partner for the Authority.

"I know that this and other hospitals have benefited from your efforts throughout these years and we want to commend the Foundation for its efforts over the years because we need it. As an organization, we have put together a retooling plan for our facilities and we are cognizant that we will not be able to provide adequate support through funding from the government. We want to have reliable equipment and instruments at our facilities that are efficient and also cutting edge and so this contribution to the ENT Unit will support the fulfilling of our goals and retooling plan" Mr. Bent pointed out.

Since the staging of events in 2010, the Foundation has raised and disbursed in excess of \$10 million to hospitals and health centres in Manchester through two major fundraising events, a run walk and a vintage party.

In The News: Southern Regional Health Authority

Only 8.4 Percent of Pregnant Women Seek Care in Third Trimester; Health Minister Commits to Re-Emphasizing Support

In 2015 and 2016, only 8.4 percent of pregnant women accessed the public health system for prenatal care during the third trimester of their pregnancy, which Health Minister Dr. Christopher Tufton said is a major challenge. The Minister says his ministry will be refocusing and re-emphasizing support to not only expectant mothers, but parents.

Minister Tufton explained that there are clear and increasing signs of expectant mothers taking unnecessary risks, noting that "in 2015, 41 percent of expectant mothers visited the public health facility during the first trimester of pregnancy, while 43 percent visited in 2016. In 2015, 50 percent visited during the second trimester of pregnancy."

The Health Minister was speaking on Thursday, May 18 at the Mandeville Re-



Lead corporate partner of the 'Best for Mommy and Baby' Initiative, Kevin O'Brien Chang who is also the Managing Director of Fontana Pharmacy shares a booklet with new mom, Chancine Denton while hidden is baby Amir Smith. Minister Tufton shares the moment.

gional Hospital (MRH) at the launch of the 'Best for Mommy and Baby' Initiative, which falls under the 'Good Health Begins at Home' Programme by the Southern Regional Health Authority (SRHA). The initiative is a collaboration with the Ministry of Health and Fontana Pharmacy and is being implemented by the SRHA. The 'Best for Mommy and Baby' initiative, which is being piloted at the MRH will supply each new mother with a gift basket with a user friendly booklet with antenatal and postnatal care information, and will move to other parts of the island after its pilot.

"In Jamaica we have made some strides but we are still challenged. Over the last two years (2015/16), we have improved in terms of still births; three percent in 2015 and 15 percent in 2016, which may have been attributed to the Advisory on Zik-V and some women taking absolute precaution and not conceiving during that period of time. So, while we have seen some statistics that cause us to be encouraged, the reality is we still have major challenges" Minister Tufton said.

Turning to the importance of the information in the 'Best for Mommy and Baby' booklet, Dr. Tufton pointed out that: "I believe that every mother wants the best for their child but not every mother or expectant mother follows through but the desire is there. So from a policy perspective, it was our responsibility to make it as easy and as simple as possible, and this is the vision which is being manifested through this publication."

Additionally, the Health Minister said the Ministry will continue to explore public-private partnerships to implement other initiatives geared towards empowering expectant mothers and parents to provide the best care possible for themselves and their children. He added that the Ministry will also be launching another initiative which will motivate expectant mothers to utilize the health centres more. This, he said will be done by providing expectant mothers with information and tangible items, which will help parents to better prepare for the birth of their baby.

Meanwhile, Dr. Tufton said much effort should be placed in getting persons to read and appreciate the information being shared, which should enhance the policy the Ministry is pursuing to reduce the risk to mother and child.

"A big part of going forward is to mobilize those who are responsible for distributing and those in the public health system to go through some of the important issues and to encourage those who will benefit from the content to actually spend some time and read the content. Another excellent idea is placing videos in the waiting areas of the health facilities with the content to enhance its absorption. Once we can do that, I think we will do well down the road" Minister Tufton added.

In The News: Southern Regional Health Authority

Leadership Training Described as Investment in Managerial Staff



A section of the captivated audience.

Described as an investment in creating transformational leaders, the Southern Regional Health Authority (SRHA) has been staging a series of Leadership Training in an effort to boost the competencies of its supervisory and managerial staff.

Some 50 managers and supervisors were trained on Thursday, May 4 at the Mandeville Hotel in Manchester under the theme, "Leadership Matters" which focused on: Leaders Effectively Meeting Challenges; Employees Expectations of Leaders; True Leadership Influencing Others to Follow and Human Resource Issues.

Director of Maintenance and Operations, Mrs.

Herschel Ismail noted that the training is critical in creating the transformational leaders and team required to improve the Authority's service delivery and achievement of goals.

Mrs. Ismail, who represented the SRHA Regional Director, Mr. Michael Bent, added that: "if team members talents and strengths are not identified and garnered by their supervisors and managers, then those team members become de-motivated and do not feel empowered to be a part of the wider picture...the mission and vision of the Authority. And so, the effectiveness of supervisors and managers is critical in determining the Authority's performance."

SRHA Chairman, Mr. Wayne Chen lauded the training as important and valuable. He encouraged the managers to continuously sharpen their skills and abilities to deliver effectively and efficiently while boosting their productivity.

SRHA Director of Human Resource Management and Industrial Relations, Mrs. Nicolette Thomas-Edwards explained that the training is also geared towards equipping the senior managers with useful, relevant and current information "about various aspects of leadership by utilizing resource persons with expertise from varying backgrounds."

She added that the Training, which is held once per quarter, also serves as a motivational tool.



Facilities on the Move

Nurses Challenged to Recognize Link Between Excellence and Quality

Chairman of the Nurses Council of Jamaica (NCJ), Dr. Leila McWhinney-Dehaney has challenged scores of nurses in Central Jamaica to recognize the link between excellence and quality in executing their duties as advocates of patients.

"Excellence is directly linked to quality and nurses must recognize the link. Unless we do what we have to do, quality is compromised and excellence is just a passing word," Dr. McWhinney-Dehaney said as she addressed the second Nursing Symposium staged by the Southern Regional Health Authority (SRHA) Executive Nurses at the Golf View Hotel in Mandeville on Tuesday, May 2.

"If we have not started to take our responsibilities of the professions of nursing and midwifery seriously, we can start today. Don't let this symposium go to waste. When you go back to your places of work, evaluate what you



Dr. McWhinney-Dehaney challenges nurses to recognize link between excellence and quality.

are doing in light of what we have talked about regarding excellence and quality. I realize we are not perfect, but we have a people with a mind to work to be excellent care providers...a mind that the safety of our people lies in our hands" Dr. McWhinney-Dehaney told the nurses.

The former Chief Nursing Officer in the Ministry of Health pointed out that practicing ethically can be challenging to all professions, however; professionals must recognize that when they act unethically, they compromise self, others and their country. She cautioned the nurses to avoid mediocrity in their profession while recognizing the need to be excellent in providing quality health care.

Meanwhile, the NCJ Chairman pointed out that there are plans to revise the Nursing and Midwifery Act, which will facilitate greater engagement of the nursing profession.

The 2017 Symposium, which was a collaboration between the SRHA Nursing Executives and the Nursing Departments of the Northern Caribbean University and the Knox Community College was staged under the theme, "Pathway to Excellence: Nurses and the Profession".

The Conference facilitated sessions aimed at enhancing care delivery skills within the nursing profession through presentations and lectures in areas of Emotional Intelligence and Professional Values; Renal Disease; Occupational and Environmental Health and Ethical Practice and Legal Implications.

Students from the Department of Nursing at the Knox Community College take notes during the Symposium.



Facilities on the Move

Highlights from Lionel Town Hospital's Labour Day Project

The Lionel Town Hospital in partnership with its Management Committee, Jamalco, CW&J Credit Union, Clarendon Municipal Council and other corporate and private citizens of Lionel Town embarked on a beautification project of the facility through painting and landscaping under the theme "All Hands on Deck". The May 23rd Labour Day Project was a success, which received support from 130 volunteers from 19 organizations.

Acting CEO of the hospital, Ms. Nadine Preddie noted that: "The result of such a remarkable collaboration of efforts saw several areas being painted and made much more aesthetically appealing for both patients and staff. The areas included: Female Ward; Maternity and Paediatric Units; Waiting area of the Outpatient Department; Accident and Emergency Department; Guard House and Gate; sections of the walkway."

Ms. Preddie added that in addition to the significant contribution of paints and painting materials by Jamalco, an ambulance stretcher was donated to the facility by the alumina/bauxite company. Please see below highlights.



Handing over of the ambulance stretcher.

Volunteers participating in landscaping activities.



Participants of the "All Hands on Deck" Labour Day Project share lens time.



Volunteers giving the outpatient waiting area a facelift.

Wellness Bytes:

"Preventing Leptospirosis"

Credit:
Ministry of Health



The Ministry of Health is reminding the public of the dangers of swimming or wading in water which has resulted from flooding or eating foods that might have been contaminated with animal urine.

The Ministry is advising parents and caregivers especially, to ensure that children do not play in these waters or eat such foods that may be affected, as they can easily be infected with diseases such as Leptospirosis.

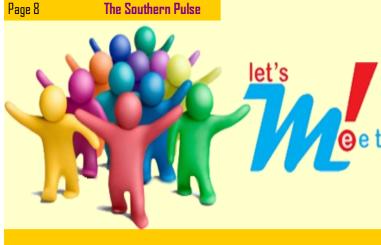
This can occur by swallowing the contaminated food or water or through contact with the eyes, nose or through broken skin. Symptoms of Leptospirosis include high fever, severe headache, chills, muscle aches, vomiting, jaundice, abdominal pain, diarrhea and rash.

Parents are being advised that if any of these symptoms occur, they should seek medical attention immediately as leptospirosis should be treated with antibiotics as soon as possible. If the disease is not treated, the person can develop kidney damage, meningitis, liver failure and respiratory distress, and in rare cases death.

The Health Ministry is reminding persons who are exposed to contaminated water or soil because of the nature of their job, to wear protective clothing and footwear. Leptospirosis is an infectious disease caused by Leptospira bacteria and is transmitted to humans from domestic animals such as dogs, cattle, pigs and horses as well as rodents. The disease is not spread from person to person.



On the Lighter Side



Leon Wiltshire

Driver Lionel Town Hospital

"Hardworking, Committed, Persevering"

Hardworking, committed and persevering are characteristics that truly personifies Leon Wiltshire, Driver of the Lionel Town Hospital in Clarendon.



With over 22 years of exemplary service to the Lionel Town Hospital, Mr. Wiltshire describes his experience as fulfilling. He notes that employment with the Southern Regional Health Authority (SRHA) has been very good as "it is a place that continues to implement programmes to uplift its workers. It is a work place where you can be elevated".

As one with such an important role in safeguarding the most valuable fixed assets of the SRHA, Mr. Wiltshire explains that his responsibilities include, but are not limited to, delivery and pick up of mails within and outside the SRHA; transporting staff and patients; collection and delivery of supplies and performing minor repairs to the assigned motor vehicle.

Known for his skills and abilities in other areas including plumbing and pest control, Mr. Wiltshire has used these abilities to support and enhance the organization he serves. He explains that he is a certified Plumber and Pest Control Technician, adding that he has a passion for the latter.

A husband and father of two daughters, Leon points out that his family is his biggest motivation particularly his wife, who has a motivating spirit. "She is always encouraging me to aim high" he added.

A man who believes in working hard and appreciating the things achieved, Mr. Wiltshire is encouraging his colleagues to always aim to excel in life. "Don't' stay at one level, aim for the highest, stay focused and remain committed." He adds that whatever he decides to accomplish, he will achieve, as nothing will stop him from that achievement.

Also a budding entrepreneur, Mr. Wiltshire can be found on the farm on the weekends or reading a book. He shares that his favourite singer is the late Michael Jackson and also that he loves to watch a movie with actor, Jim Carey.

Mr. Wiltshire was recognized for his dedication and hard work in 2016 when he was awarded Driver of the Year for the Lionel Town Hospital.



PUBLIC RELATIONS CORNER

"The deliberate, planned and sustained effort to establish and maintain a favourable public image of an organization"

"How to Address Members of the House of Representatives"

Members of the House of Representatives

Members of Parliament are usually referred to as 'Dr./Mrs./Miss....., MP' during their period in Office. If they are recipients of any state honours, the relevant post-nominal letters should be included before MP. For example, if a Member of Parliament is a member of the Order of Distinction in the rank of Commander he/she would be styled: Dr./Mr./Mrs./Miss First Name, Last Name, CD, MP. If a Member of Parliament is the recipient of more than one state Order, the highest Order is placed first behind the surname, junior orders follow in succession. Also, if a Member of Parliament is a Cabinet Minister, he/she is styled Honourable.

Eg. Honourable First Name, Last Name, CD, MP

The formal manner of address in:

Writing:
Honourable/Dr./Mr/Mrs/Miss First Name, Last Name, MP Member of Parliament for
Dear Sir (formal)
Dear Member of Parliament/Dear Dr./Mr./Mrs./Miss Last Name (semi-formal)
Yours faithfully (formal)
Yours sincerely (semi-formal)
[Signature]

The Speaker of the House of Representatives

The Speaker of the House is formally styled 'Mr./Madam Speaker', within the precincts of the House. Socially and otherwise he/she is 'Honourable'

The formal Mode of Address in:

Writing for the current Speaker of the House:

Honourable Pearnel Charles, CD, MP Speaker of the House of Representatives Houses of Parliament [Address]

Opening Salutation:

Dear Sir/Madam (formal)
Dear Mr./Madam Speaker (semi-formal)

Yours faithfully (formal)

Yours sincerely (semi-formal) [Signature]

Staff Highlight

Bon Voyage Angela Thomas (Matron)



Outgoing Mandeville Regional Hospital (MRH) Director of Nursing Services Angela Thomas was saluted at a recent ceremony on Wednesday, June 7, for her 38 years of service to health care and the nursing profession.

It was a day of reflection as well-wishers shared their memories of Thomas.

Marie Powell, who chaired the function at the MRH, praised Thomas for her contribution to national development through nursing, and for her impact on those who interacted with her along the way.

"Over these 38 years, Madam Thomas has been carving and sculpting the lives of the persons whom she has come in contact with," said Powell. According to Powell, Thomas was much more than a nurse — she was peacemaker, prayer warrior, mentor, strong tower of strength, and friend.

Thomas' 'journey' as a nurse was said to have started at the Black River Hospital, then the Percy Junor Hospital, and then the May Pen Hospital, before ending at Mandeville Regional. Throughout her years, Thomas reportedly organised development projects such as tag drives to tile the floors of the Percy Junor Hospital.

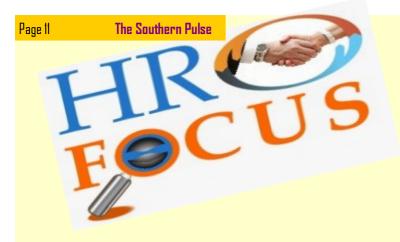
"This tiling initiative ... has impacted the hospital in a tremendous way," said Delbert Williams, psychiatric aid at Percy Junor.

Chairman of the Nurses Council of Jamaica, Dr Lelia McWhinney-Dehaney, applauded Thomas for her interest and concern with not just the nursing profession, but also students. According to McWhinney-Dehaney, Thomas made it a point of duty to motivate upand-coming nurses, and modelled the qualities of what a health care professional ought to possess.

CEO of MRH, Alwyn Miller, also commended Thomas's hard work and dedication.

Thomas thanked colleagues and friends for their contribution to her professional and personal development, and expressed gratitude for the acknowledgment of her work. "This open demonstration of your appreciation and recognition of my work does convey the feeling of the ties that bind," she said.

Credit: Jamaica Observer



2. EMPLOYEE RECORDS

2.1 EMPLOYEE FILE

A file shall be created when an employee starts working within the Public Service regardless of the type of employment. Standard documentation to be placed on the file includes:

- a) The letter of application and/or completed application form;
- **b)** Record of employee's performance in the selection process;
- c) Proof of age, qualification, marital status;
- **d)** Report of medical examination(s);
- e) Documentation of reference checks;
- f) Letter(s) of appointment
- g) Personal information (next of kin, emergency contact numbers, special needs and/or circumstances, etc);
- **h)** Leave application and permission letters;
- i) Copies of performance evaluation
- j) Copies of training and development plans;
- **k)** Copies of certificates, results of training and development activities, citations, awards, etc;
- I) Record of changes in salary, benefits and allowances.
- Copies of any disciplinary actions against the employee;

2.2 MAINTENANCE OF RECORDS

i) All employee records are to be kept in the Human Resource Division of the Ministry or Department under conditions which

HR And You:

"EMPLOYEE RECORDS"

ensure security and protection from hazards (water, fire, etc).

- ii) Any change in the employee's status must be duly noted in a timely manner and added to the employee's file. Supervisors shall ensure that all letters, memoranda, and documents related to an employee are sent to the Human Resource Division for inclusion in the employee's file;
- iii) Employees are to be notified of the addition of any and all new information/documents to their files.
- iv) Employees shall ensure that their records are kept current by notifying the Human Resource Division, in writing of any changes in circumstances such as academic achievements, change of address, marital status, next of kin, beneficiary, etc;
- v) Any addition of information/documentation to the file by an employee must be done through the appropriate authority in the Human Resource Division;
- vi) The removal of any information/documentation from the file, by an employee, can only be done through, and with the permission of the appropriate authority in the Human Resource Division;
- vii) An employee's file shall not be removed from the Human Resource Division except by authorized officers and with the permission of the Permanent Secretary/ Head of Department.



We welcome your input, please submit your articles and feedback to:

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Email: latoya.laylor@srha.gov.jm

Deadline: July 31, 2017