



April, 2012



National Volunteer Week April 15th - 21st

A HUGE Thank You to ALL of our Incredible Volunteers!

The following volunteers have shown special commitment to our agency, either thru the number of years they have been involved with our program, or by the number of hours they have provided.

In 2011 alone, these volunteers provided thousands of hours of service and drove more than 11,000 local miles!

- | | |
|------------------|------------------------|
| Joan Ditty | Joanne Jernigan |
| Ron Komulainen | De Pickett |
| Dan Strehlo | Mary Hickerson |
| Jack Drury | Max & Bev Boyer |
| Cindy Hayes | Sharon Whelan |
| Kristi Francis | John Schwegman |
| MaryAnne Wilimek | Donna Weir-Ringhand |
| Mary Parker | Betty Hanson-Lehmann |
| JoeAnn Powell | Bill & Emily Schueller |

Thank you also, to our amazing Respite Providers and Homemakers!



Volunteer of the Year

Each year we choose a volunteer who has really stood out in their service and honor them with the title of Volunteer Of The Year.

This year we recognize **Joanne Jernigan**. Joanne is dedicated to helping us with weekly transportation requests. She is requested by many and offers that extra helping hand, whether it be waiting at appointments, pushing the shopping cart or carrying the grocery bags. We are so grateful for all that you do!

Never doubt that a small group of thoughtful, committed citizens can change the world; indeed, it's the only thing that ever has. --Margaret Mead

Thank You, Board of Directors...

...for volunteering your time & expertise, and showing continuous support for Northwoods Caregivers!

- Bryce Oakes (Chair), *Insure Forward*
- Adrienne Dombeck (Vice-Chair), *Rural Minnesota CEP*
- Hank Moller (Treasurer), *Retired CPA*
- Emily Bakken, *White Earth Home Health Services*
- Darla Bergquist, *Area Agency on Aging*
- Sherrie Clapp, *InfoMeld*
- Carla Mystic, *Beltrami County Health & Human Services*
- Jeanie Porter, *Beltrami County Public Health*
- Tonya Prim, *Rural Minnesota CEP*
- Emily Schueller, *Volunteer*

NORTHWOODS CAREGIVERS

Congregational Contacts Needed

For nearly 14 years, Northwoods Caregivers has worked to recruit "Member Congregations" in the local faith community. Currently, we have 19 churches that have committed to supporting our agency thru appointing a Congregational Contact in their church and giving an annual financial gift to Northwoods Caregivers.

We are continuously grateful for the support of our Member Congregations and their commitment to our organization and the Clients we serve. In order to ensure the best communication and the best service, it is pertinent that each Member Congregation have a "Congregational Contact."

The Congregational Contact is the liaison between our organization and the congregation. Not only do they help facilitate the communication between church staff and our staff, but they can also help identify people willing to serve or individuals needing services. If you are interested in being this contact between Northwoods Caregivers (and YOUR Congregation is listed as one in need of a Congregational Contact), please contact our office! Training is available thru our agency and the time commitment is minimal, averaging 2 hours/month.



Churches in Need of Congregational Contacts

Blackduck:

Faith Lutheran

First Presbyterian

Waskish:

Bethlehem Lutheran

Bemidji:

St. Philips Catholic

First Lutheran

First Presbyterian

New Salem Lutheran

Aardahl Lutheran

**Fore more information on how
your congregation can become a
Member, please call us at
218-333-8264 or 888-543-4432**

Updates for Homemaking & Respite Care Clients

Homemaking News

Respite News



New Paperwork:

Starting March 1, 2012 we have implemented a new process for timesheets and reporting forms. Families receiving respite care will no longer need to turn in their own forms, however, they are asked to initial the Respite Care Provider's reporting form each time respite is provided.

The Respite Providers are then responsible for submitting the reporting forms to our office. We will pay them directly and send families an invoice once/month for the respite care they received.

Please know it may take several weeks for you to receive your invoice after the service has been provided. If there is another source paying for these service (i.e Long Term Care Insurance or a County program) the process remains the same, however, the family will not receive an invoice. You are always welcome to contact us with questions or concerns!

Homemaking Subs:

Please know that if your Homemaker is going to be unavailable for a regularly scheduled visit with you, they are responsible for finding a substitute, if you would like one.



New Technology:

Several of our Homemakers will be testing a new system we may be implementing. Rather than filling out paperwork for each of your Homemaking visits, they will have a hand-held, electronic device and will be asking you to sign your name at the end of their visit. This is merely a confirmation that the service was provided to you (similar to when the UPS man asks you to sign for a package!). If you have questions or concerns about this new process, feel free to call our office!

Initialing & Signing:

If your Homemaker is not yet using the new hand-held devices, please remember you are still responsible for initialing and signing their paperwork, each time they provide a visit to you.



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SPONSORED BY:

**CS/SD Grant from MN DHS, United Way of Bemidji Area, Land of the Dancing Sky
Area Agency on Aging, Beltrami County Child Abuse Prevention Council,
Member Congregations and Private Contributions.**

First City News

If you are utilizing our First City Supervised Visitation Services, please remember!



Scheduling visits/exchanges is based on parent, staff and site availability. A minimum of **5 days notice** is required to schedule a supervised visit and **3 days notice** is required for safe exchanges. We must also receive your payment **BEFORE** a visit/exchange can even be scheduled.

Please know if you do not follow these guidelines, your preferred date/time for a visit or exchange may be given to another family. Also remember, we are only open every other weekend.

Payments can be sent to our office or paid online at ww.northwoodscaregivers.org

On-Call Transportation

If you would like to use one of our volunteers for local transportation, please remember to give our office as much notice as possible. We require a **minimum of two days notice**, however, due to the high demand of requests, **5 days ahead of time** would be ideal.

When calling to request a volunteer driver, please know that even if we are in the office, we may not be able to answer your call at that time, so please leave ALL of the details of your request on our voicemail: date of your appointment, time you'd like to be picked up, place you'd like to go, etc.

Because of the many other programs & services we provide, this is a shared responsibility between the staff. We appreciate your cooperation and will get back to you as soon as possible to verify your request. **THANK YOU!**

Cindi: 218-333-8264

Missy: 218-333-8266

Katie: 218-333-8262