



## Your weekly news & updates

Happy Pay Day! Thank you for being a part of this amazing team!

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### Important Company Information!

Mandatory Two-Week Check In:

[Two-week Check In](#)

### Mileage and Notes in T-Sheets:

If you are claiming mileage, you must include a note about your claimed mileage in T-Sheets. It is very important to include good details about reason and location as it can become part of the auditing process with the State. If you have any questions, please contact Mandy!

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### Core Values

**Integrity:** Speak your truth, but the whole truth.

We work with people... there are always times that those people make you mad, get on your nerves or make you three shades from crazy. Where does living with integrity fit in here?

The word *Integrity* comes from the mathematics term, integer, that means a whole, not divided. A person who has integrity is always themselves. They can not be two-faced. These people don't say "yes" when they mean to say "no".

Is the most honest thing to blow your top at someone driving you nuts? We have all heard some jerk who when being callous and cruel say, "Well, I'm just being honest." I would argue that is not entirely true. Here's why:

The **value** of the person that you are critiquing is also part of what is true in the situation. "I value you, but you are driving me nuts." "You generally do a good job but yesterday the client's house was a mess when I arrived."

How do you have integrity in conflict? Tell the truth, but tell the whole truth. Never lie, but make sure you tell the whole truth keeping in mind the good the people possess, their value.



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### Our Fingerprints

1. Safety sweep at every change of shift
2. Stability check every morning
3. Settle Uncertainty
4. Always address the client first
5. No smart phones at meals
6. Never argue with a client & when in doubt apologize
7. Appreciate the power of "yes" & say "no" as little as possible
8. Don't over-serve

### #9 Report off between shifts.

Communication is always a challenge and breakdowns in communication is when things often go wrong. Report off from shift to shift every time. This is especially important when there is money in the house; money spent is part of that report. We are able to be a safety net for people with disabilities only when we are well informed.



## Meaningful Activities

**Spring Bazaar at the Harman Center**  
Saturday, April 21, 8am-3pm  
101 N 65th Ave, Yakima  
vendors, fun, socializing!



**Central Washington Agriculture Museum**  
4508 Main St, Union Gap  
Tuesday-Saturday 10-4, Sunday 1-4  
Admission is by donation  
Walking and driving tours to explore the grounds.

## Upcoming Events

### HopeBridge Birthday Party!!

**Saturday, May 12, 11:30-1:30**  
Chesterly Park Picnic Shelter  
40th Ave and River Rd, Yakima



Bring your family! Let's celebrate!  
PLEASE RSVP: [Evite RSVP Here](#)



### Team Update

Welcome to the team:

**Dottie Reynolds**

Happy to have you on the team!

All Staff:

If you have not filled out our team member bio, please do so. Our professional presence on our web page is important to families looking for care:

[Team Member Bio](#)

### Kudos to You

Sherrri continues to shine; I'd like to clone her. Becky is a trustworthy reliable employee.

Courtney is so awesome and understanding; she truly cares.

Thanks to Hunter, Janell, Stacey and Victoria for being flexible and filling in. It was greatly appreciated!

### From the Marketing Dept.

To help HopeBridge survive, thrive and grow, we are all part of the team to make that possible.

Wear your name badges proudly, stop by the office to pick up business cards to give out to people you meet, be active on social media with HopeBridge, and always let us know if you have referrals, ideas or leads.

Thank you!

## Handy Links & Important Numbers

You can request time off here: [Time Off Requests](#)

**Admin Message Line** (aka TSheet Correction Line): (630) 474-4383 (call or text)

**Office Hours Nursing** (aka Tracy): (509) 969-2673

**Office Hours Management** (aka Jonathan): (509) 901-6903

**After-Hours Nursing** (aka Emergency): (509) 730-5683

[HB Care Team](#)