



## Parent Letter

April 2017

Dear Parent(s) and Guardian(s),

What beautiful weather we are experiencing! As a result of the perfect temperatures and sunny skies, we have been able to participate in several outdoor activities the last couple of weeks. As usual, things are very busy on campus. Summer Games preparations have begun! We are also actively planning future Woodhaven camping/day trips, another visit from the Kane County Cougars and lots of great Community Integration trips!

### Development Announcements:

#### Upcoming Events:

For those of you who are motorcycle enthusiasts, the **30<sup>th</sup> Annual Little Angel's Pledge Run** is on Sunday, May 21<sup>st</sup> at the Woodstock Harley Davidson. Visit: [www.LaPledgeRun.com](http://www.LaPledgeRun.com) for event details and to register/purchase raffle tickets to support Marklund.

Raffle Tickets are only **\$10 each** and you can enter for a chance to win:

1<sup>st</sup> Prize: 2017 Harley-Davidson Heritage Softail Classic **OR** \$10,000 in Cash

2<sup>nd</sup> Prize: 'Month Long' 30 Day Bike Rental

3<sup>rd</sup> Prize: Harley-Davidson Rec Room Package

4<sup>th</sup> Prize: \$1,000 in Cash

**The 35<sup>th</sup> Annual Golf Classic** has a new date and venue! The event will be held on Wednesday, June 7<sup>th</sup> at Cog Hill Golf and Country Club in Lemont, IL. The new format will feature brunch, a shot-gun start and cocktail reception with auction. Stay tuned for more details!

### Campus Updates:

As many of you know, the Illinois Secretary of State Mobile Unit came to the Hyde Center on March 16, 2017 to create State Identification cards for our clients. The mobile unit was able to process over 60 state identification cards and they also offered renewal services for Marklund

staff. We did have a few clients who were not able to get new identification cards, as we were unable to obtain needed documents in time. Thankfully, they've agreed to return at a future date to complete the process for us. I will be sure to share the next scheduled date and if you desire, you may participate in license renewal services with us!

QIDPs are hard at work creating "Client Cheat Sheets" for all clients served at MHC. We have created a template, and completed items will be forwarded to your attention for review and input.

For those of you that were able to attend the previous Parent Group Meeting, I hope you found the Confidentiality presentation to be useful and informative. As promised, I have attached information that was distributed at the meeting to this letter. If you have any questions, please feel free to contact me. The safety and security of your loved one's personal information is paramount to us!

## Community Integration:

Our Community Integration Department has been incredibly busy! In addition to recent trips to the Auto Show at McCormick Place and the Field Museum in Chicago, the CI crew most recently attended Comcast Cares Day with our new MWC family. This past Sunday we also attended a Chicago Comic Book convention and our clients were able to meet and greet some very interesting characters! This weekend CI will be attending the Volunteer Appreciation luncheon and on Sunday three of our people will be teaming up with Team Triumph and joining the Miles for Smiles 5K competition, in Oswego, IL. On April 30th we join our long term friends from Voice of Care in Lisle for Trivia Fun for Everyone.

In addition to a lot of great outings, our CI department is also working diligently to make soaps and candles which will be available for sale at Summer Games!

## Developmental Training Updates:

Due to an unforeseen family medical emergency which required her to temporarily relocate to Florida, Kim Troutman announced her resignation from Marklund in mid-March. Kim's vacancy was immediately filled by Jeannie Stefanik, Developmental Instructor for classrooms 5 & 6.

I am pleased to share that Jeannie has been doing an exceptional job learning her new role as the Developmental Training Program Manager, while still providing regular oversight of classrooms 5 & 6. Jeannie's transition was flawless and well received by staff and clients alike. We are all very excited for all of the improvements to come under her leadership of the program.

DT is also pleased to share the addition of a new DI to the program. Kayla Clifton will begin her employment with Marklund next Monday. Kayla comes to us from another DD provider in the area and has several years' experience as a QIDP. Kayla will be assigned to classroom seven, as the current DI has asked to transfer to classrooms 5 & 6.



Activities in DT: We enjoyed learning about Alaskan geography and weather, sled dogs and the Iditarod in March. It was quite an exciting journey that began with picking our top five Musher's. We were able to track the mushers as they made their journey from Anchorage to Nome. This event cannot be compared to any other competitive event in the world; a race covering 1,000 miles of the roughest, most beautiful terrain Mother Nature has to offer. It was really fun to follow our mushers with GPS as they completed their journey. Overall, 4/5 of our mushers finished the race! Congratulations to the 2017 Iditarod winner: Mitch Seavey!

DT also celebrated St. Patrick's Day with a parade and party. It was a sea of green at the top o' the morning as the clients all arrived in shades of green with smiling faces. We made shamrock necklaces, while listening to Irish music and clients enjoyed listening to staff give it their best with Irish accent impressions throughout the day. Our kitchen provided a wonderful St. Patty's lunch consisting of corned beef and hash.

For April, we have been discussing all things spring, and partaking in some spring cleaning. We have also been working very closely with therapy to inventory our switches. Therapy has provided training and suggestions to enhance the use of the devices for everyday communication with our clients.

The Fox Valley Career Center has been volunteering frequently at DT. They have assisted the clients in making spring crafts which are used to decorate our classrooms and hallways. Two Easter bunnies came to DT to help us celebrate on the 13<sup>th</sup> of this month and we thoroughly enjoyed having them as part of our Easter parade. Yorkville Christian High School helped DT celebrate Earth Day on the 21<sup>st</sup>, and they assisted our clients with a nature walk. We managed to stop at the park for some fun as well!

## Parent Portal:

Please remember to check the Parent Portal for regular updates as it pertains to client activities and outings.

## We Need Your Help!

June 12<sup>th</sup>-16<sup>th</sup> we will be celebrating our Personal Support Professionals (direct care staff)! We have several events planned throughout the week and we would greatly appreciate any donations to help make this year's appreciation week the best it's ever been! At this time, we are asking for the following donations:

- Gift cards
- Sundae toppings
- Monetary donations to be used towards the purchase of Bundt Cakes from: <http://www.nothingbundtcakes.com/>
- Baked Goods

## Upcoming Events:

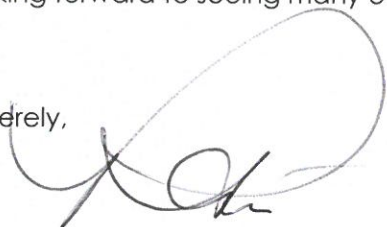
- April 29, 2017 Volunteer Appreciation Luncheon
- June 3, 2017 Quarterly Parent Meeting; MHC 10a.m.
- June 10, 2017 Summer Games
- June 11, 2017 Geneva Baseball Association Fundraiser; MHC
- June 12-16, 2017 Personal Support Professional's Week

We always have exciting events taking place. Please notify us if you are interested in participating in any activities we have to offer.

Keep up with Marklund happenings on our social media sites: Facebook, Instagram, Twitter, LinkedIn and YouTube!

Looking forward to seeing many of you at Summer Games!

Sincerely,



Rachelle Jewison,

Administrator of Marklund Hyde Center and Community-Based Services

1S450 Wyatt Dr.  
Geneva, IL 60134  
[rjewison@marklund.org](mailto:rjewison@marklund.org)

630.593.5483 DIRECT  
630.746.9073 CELL  
[www.marklund.org](http://www.marklund.org)

# HIPAA, PRIVACY AND CONFIDENTIALITY

March 11, 2017

---

## HIPAA

Privacy and Confidentiality standards that address the use of disclosure of individuals' Protected Health Information (PHI)

## PHI

Individually identifiable health information that is transmitted by electronic media, or transmitted or maintained in any other form or medium.

We assure that our Clients' health information is properly **protected** while allowing the flow of health information needed to provide and promote **high quality** health care.

ACCESS  NEED TO KNOW

### Key Points of Confidentiality for Employees

- Staff cannot confirm that an individual lives at/attends Marklund to a non-parent/guardian unless the parent/guardian has given written consent
- Staff cannot share confidential information about an individual receiving services from Marklund without written consent from the Parent/Guardian
- Staff will not share more than first name/last initial of individuals with visitors
- Staff will share confidential information on a need to know and minimal necessary basis
- Staff will not discuss confidential information with their friends or family
- Staff will not post confidential information/photos on social media without consent
- Marklund will not post visible confidential Client information in homes/facilities
- Marklund does not allow visitors access to confidential Client information



## What is ePHI?

Individually identifiable protected health information **sent or stored electronically**.

1. An individual's past, present, or future physical or mental health or condition
2. The past, present, or future provisioning of health care to an individual
3. The past, present, or future payment-related information for the provisioning of health care to an individual.

**INFORMATION THAT CAN SOMEHOW BE LINKED BACK TO A SPECIFIC INDIVIDUAL**  
*(even if it is very indirect)*

Name	Address <i>(including street, city, county, zip)</i>	Elements of dates (except years) related to individual <i>(birth, death, admission, discharge)</i>
Telephone Number	Fax Number	Email Address
Social Security Number	Medical Record Number	Health Plan Beneficiary Number
Account Number	Any Vehicle or other device serial number	Device identifiers or serial numbers
Web URL	Internet Protocol (IP) address numbers	Finger or voice prints
Photographic images	<i>Any other characteristic that could uniquely identify the individual</i>	

**If you have any questions or concerns about HIPAA, ePHI or Confidentiality, please contact Wendy Berk, HIPAA Compliance/Security Officer.**

**wberk@Marklund.org**

**630.593.5433**