

Employee & Client Assistance Team  
403-634-8805  
Phones do not accept text messages. Staff need to call ECAT.

# SPECIAL EDITION ICE PAGE

Making it Happen! - Supporting Social Inclusion

## ON SPOTLIGHT

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HEALTH AND SAFETY MEETING  
November 5 at 9:00 AM  
RPAC MEETING  
November 6 at 3:00 PM

Time Sheet Hand-In

NOVEMBER 15, FOR ALL SHIFTS WORKED  
NOVEMBER 1-15  
NOVEMBER 29 FOR ALL SHIFTS WORKED  
NOVEMBER 16-30

ICE WILL BE CLOSED ON NOVEMBER 11, 2024 FOR REMEMBRANCE DAY

Please direct all calls to the Employee Client Assistance Team for that day.  
403-634-8805

### BETHANI

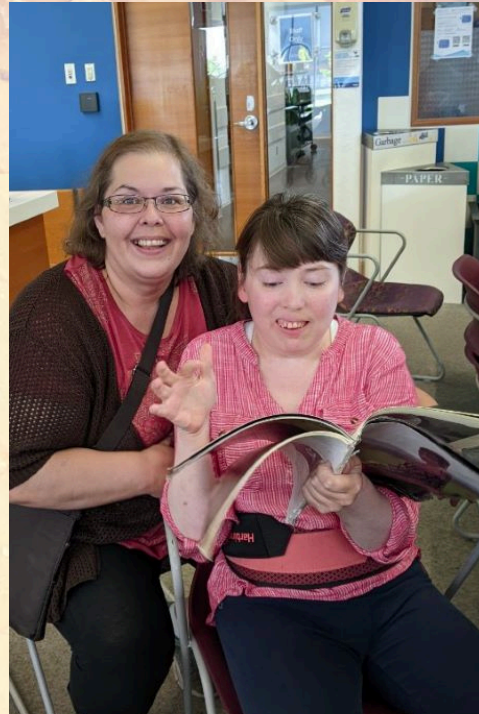
Bethani is a happy and active young lady who has been in services with ICE Grande Prairie since 2012. Bethani lives at home with her parents and accesses the community independently throughout the week and visits to an ICE respite home three weekends a month.

Bethani thrives being out in the community with her supports. This summer, Tara arranged to work with a second staff so Bethani could safely go swimming at Eastlink Centre. Bethani and Tara are working towards her goal to increase physical and social activities. Bethani enjoys people watching and going for car rides to listen to music and explore the changing seasons, including the colorful leaves and Christmas lights. She attends Joy Chapel, goes shopping for magazines, and walks at Eastlink Centre. She loves singing and dancing at karaoke and visiting Peace Area Riding for the Disabled. Bethani takes delight in visiting and feeding apples to the animals at PARDS, particularly the donkey.

Bethani is learning to use the computer at the library with the assistance of her support staff, Tara. While at the library, Bethani also enjoys looking at magazines, watching videos and listening to music. It is a great place to run into friends old and new. Bethani and Tara attend Coffee Club at the library with her peers to socialize and make crafts.

### Tara

Tara is a dedicated community support worker who has worked with ICE since 2017. She is deeply committed to health and safety and serves as co-chair of the regional health and safety committee. Tara is devoted to helping all of her clients, including Bethani, achieve their goals and can Tara be found accompanying them in the community attending appointments, playing games at the library, and enjoying all the Eastlink Center has to offer.



Tara & Bethani at the Library



### REFERRAL INCENTIVE RECIPIENT

Employees or Support Home Operators who refer a person to ICE who successfully meets our hiring requirements and completes their three-month probation with a minimum of 120 hours worked, receive \$100.00!



# CONGRATULATIONS TO ALL WHO COMPLETED THE ICE TC/CSC TRAINING!



Amos L. Edmonton



Aneeka W. Edmonton



Anuarite T. Edmonton



Ayodeji A. Edmonton



Belen D. Edmonton



Daniel A. Edmonton.



Elfis K. Lethbridge



Elza B. Lethbridge



Fitsum D. Edmonton





# CONGRATULATIONS TO ALL WHO COMPLETED THE ICE TC/CSC TRAINING!



Francis A. Edmonton



Kenneth O. Edmonton



Patricia N. Edmonton



Scovia N. Edmonton



Stephen O. Edmonton



Tsegay G. Calgary.

*I want to send my congratulations to the CSC-TC Training Participants on successfully completing their training! The participants completed a four month training program which started in July and ran into October and contained 20 separate training modules. It is important training in that it prepares participants for how to become strong supervisors, including for Team Coordinator and Community Support Coordinator Positions within the agency. The training encompasses many different aspects of being a good supervisor, including learning good communication skills, learning about the agency's various operations (including information on behavioural, personnel, and health and safety departments), and providing strong client support. I am very proud of all of the graduates. Your hard work and dedication truly paid off! Well done and I wish you all the best in your future endeavors!*

*Greg Lane – Manager of Administration and Training*





# NOVEMBER TRAINING

## **Pre-Employment Training**

November 5, 6, 12, 13, 19, 20, 26, 27

## **Substance Abuse Training**

November 4, 2024 (2:00PM-3:00PM)

## **Brain Injury Training**

November 4, 2024 (3:30PM-4:30PM)

## **Workplace Violence, Bullying and Harassment for Supervisors**

November 5, 2024 (1:30PM-4:30PM)

## **Promoting Safety Training**

November 6, 2024 (9:30AM- 12:30PM)

## **Anxiety & Depression Training**

November 6, 2024 (1:00PM- 4:00PM)

## **Cerebral Palsy Training**

November 7, 2024 (1:00PM- 3:30PM)

## **Abuse Prevention Training**

November 8, 2024 (1:30PM- 3:30PM)

## **Schizophrenia Training**

November 12, 2024 (10:00AM- 12:00PM)

## **ODD/Conduct Disorder Training**

November 12, 2024 (1:30PM- 3:30PM)

## **Food Safety Training**

November 13, 2024 (10:00AM-11:30AM)

## **ADHD Training**

November 13, 2024 (10:30AM- 12:00PM)

## **Diabetes Training**

November 13, 2024 (1:00PM- 3:00PM)

## **Social Inclusion Training**

November 13, 2024 (2:30PM- 3:00PM)

## **Workplace Inspection Training**

November 15, 2024 (9:30PM- 4:30PM)

## **Parkinson's Training**

November 15, 2024 (9:30AM- 11:30AM)

## **Documentation & Reporting Practices (Non-Residential) Training**

November 18, 2024 (1:30PM- 3:30PM)

## **HACD Training**

November 19, 2024 (12:30PM- 4:30PM)

## **Abuse Prevention**

November 20, 2024 (1:00PM-3:00PM)

## **Documentation and Reporting Practices (CR Residential)**

November 20, 2024 (1:30PM-3:30PM)

## **Epilepsy Training**

November 21, 2024 (1:00PM-2:00PM)

## **Incident Investigation Training**

November 21, 2024 (1:00PM-5:00PM)

## **Manual Materials Handling Training**

November 21, 2024 (9:30AM- 12:30PM)

## **Due Diligence for Supervisors and Managers**

November 22, 2024 (12:30PM-4:30PM)

## **Mental Health First Aid (Edmonton Only)**

November 25, 2024 (9:00AM-5:00PM)

## **Hypertension Training**

November 25, 2024 (1:30PM-3:30PM)

## **Mental Health First Aid (Edmonton Only)**

November 26, 2024 (9:00AM-5:00PM)

## **Diabetes Training**

November 26, 2024 (10:00AM-11:00AM)

## **FASD Training**

November 28, 2024 (9:30AM-12:00PM)

## **Bipolar Disorder Training**

November 29, 2024 (9:30AM-11:30AM)

## **HURT AT WORK?**



**Employees and Support Home Operators are reminded of their responsibility (as per legislation) to report all workplace injuries immediately to an ICE supervisor or manager. In the event of an injury, the employee will follow all agency policies and procedure.**

**While not all injuries are reportable to WCB, all injuries and work-related health concerns are required to be reported within the company. This is done so that health and safety investigation and follow-up may be completed for the safety of all parties.**





# GET YOUR IMMUNIZATIONS

INFLUENZA AND COVID 19 SHOTS ARE NOW AVAILABLE AT YOUR LOCAL PHARMACY. TO BOOK AN APPOINTMENT THROUGH ALBERTA HEALTH SERVICES PLEASE SEE THE FOLLOWING INSTRUCTIONS:

-Use the Alberta Vaccine Booking System to book an appointment at an AHS clinic or community pharmacy.

<https://bookvaccine.alberta.ca/s/booking>

-Call Health Link at 811.

-Contact your local public health or community health centre.

*\*Many pharmacies will offer walk in immunizations\**



FOR MORE INFORMATION, PLEASE SEE YOUR REGIONAL HEALTH & SAFETY DESIGNATES

## Looking for Answers? Below are some online links you may find of assistance:

<https://www.canada.ca/en/health-canada.html>

Health Canada is responsible for helping Canadians maintain and improve their health. It ensures that high-quality health services are accessible, and works to reduce health risks.

<https://www.albertahealthservices.ca/findhealth/service.aspx?id=1001957>

Linking Albertans to a wide range of health information and service options.

<https://work.alberta.ca/occupational-health-safety.html>  
<https://work.alberta.ca/occupational-health-safety/ohs-publications.html#laws>  
<https://work.alberta.ca/occupational-health-safety/resources.html>

Alberta Occupational Health and Safety works in consultation with industry to help prevent work-related injuries, illnesses and fatalities. The OHS site provides access to a wide range of information bulletins and on-line training options.

<https://www.albertahealthservices.ca/findhealth/service.aspx?id=1001957>

Stay up to date on the most frequent information on COVID-19 in the province of Alberta.

<http://www.icenterprises.com/>

The ICE website has some important links on the main page for your reference as well as posted job opportunities and access to the ICE Page.



Don't forget to  
fall  
**BACK**

**NOVEMBER 3,  
2024**

DAYLIGHT SAVING TIME

## Basal Body Temperatures

A reminder that Basal Body Temperature Readings are to be completed and submitted to your Health and Safety team by November 15. These readings are to be completed for all ICE clients over the age of 50.

Please see below how to complete the reading.

### Timing

The individual's body temperature is to be taken at the **same time every morning** (give or take 30 minutes)

### Body Site

The **same body site** (forehead, mouth, under the arm) **and same thermometer** must be used when taking the readings.

### Restrict Movement

Prior to testing the individual should **not complete any movement which could change their body temperature** (movements like standing up, walking around).

### Recording

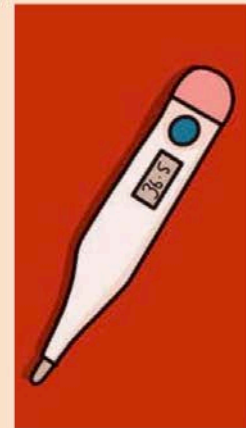
Record the temperature on the **Basal Body Temperature Readings chart**. Temperatures must be recorded for **seven consecutive days**.

### Calculations

After the readings have been completed over the seven days **add the temperatures together** (ex.  $36.7 + 36.6 + 36.7 + 36.8 + 36.8 + 36.8 + 37 = 257.4$ ) **and divide this number by 7 to calculate the average basal body temperature** (ex.  $257.4 / 7 = 36.8$ ). This is to be **recorded on the Basal Body Temperature Readings form**.

### Final Step!

Lastly, **calculate the fever temperature by adding 1.5 to the average basal body temperature** (ex.  $36.8 + 1.5 = 38.3$ ). Record this on the Basal Body Temperature Readings form.



For any questions, please reach out to your supervisor/manager or to the health & safety designates in your area.

## ICE HAS CANADA LIFE RSP PLAN!

Refer to Policy 3.14.18 CANADALIFE RSP if you are eligible, ICE will match your contributions! To sign up, please contact Independent Counselling Enterprises at: 780-453-9664. For more information about Canada Life: <https://my.canadalife.com/sign-in> CANADA LIFE Helpdesk: 1-800-724-3402



# WINTER AND Icy ROAD CONDITIONS ARE COMING- ARE YOU READY?

Albertans face many problems associated with winter driving. Slippery roads, snow, and black ice are just a few of the many hazards that we experience this winter.

It is important to prepare your car for winter driving. Ensure your car has a complete check up before the snow falls including lights, battery, brakes, tires and windshield wipers. Make sure all fluids are winter proofed and topped up; carry an extra jug of winter washer fluid in your car in case of emergencies. Also ensure you have suitable winter tires, salt and a shovel available.

## What is black ice and how do we spot it?

Black ice is a thin coat of glazed ice on a pavement surface after freezing rain or re-freezing snow and rain. It is not black- it is thin, transparent and takes the pavement colour; making it difficult to see with the human eye. Since black ice is transparent, spotting it while you drive is very difficult. Always expect black ice early in the morning or at night when the temperature drops below freezing after freezing rain or re-freeze of snow or rain. Keep eyes on bridges where ice formation is anticipated because of the wind blowing underneath is cooler than the road itself.

## If you happen to drive through a patch of black ice, make sure to follow these precautions:

- Do not panic; stay calm.
- React as little as possible. Remove your foot off the gas and the brake.
- Steer straight; let the traction on your tires steer the vehicle.
- Place your hands at nine and three o'clock. This will give you more control over the wheel.
- Maintain a safe distance and avoid distractions.

## If your back wheels are sliding (oversteer), do these:

- Do not slam on the brakes. Ease off your foot from the brakes.
- To straighten out your car, turn your steering wheel into the slide. It will stop the skid and return you to complete control of your vehicle.
- Oversteering causes more problems. Remain calm.

## If your front-wheel skid (understeer), do these:

- Again, stay calm. Braking abruptly can cause a total loss of control on the wheel.
- Instead of aggressively accelerating or turning, let the traction on your wheels steer the vehicle without using the brake or gas pedals.
- Steer in the direction you want to go, keep that vision goal, and do not be afraid of where you are going.
- Once you have passed the icy patch, it is safe to accelerate again.

**REMEMBER FOR WINTER DRIVING THE SAYING IS "ICE AND SNOW, TAKE IT SLOW". PLAN ACCORDINGLY BY ALLOWING ADDITIONAL TIME FOR YOUR COMMUTES. LASTLY, TRY TO PLAN OUTINGS FOR DAYS WITH BETTER WEATHER CONDITIONS IF POSSIBLE.**

**STAY SAFE THIS WINTER.**

**Independent Counselling Enterprises**

# OPEN HOUSE

GUEST SPEAKER 11:30AM

LUNCH 12PM

EMPLOYEE AWARDS 1PM

**Wednesday December 4, 2024**

**11am-2pm**

Westminster Community Hall

411 16ST N Lethbridge