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CO-OP MONTHLY

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Co-op Calendar

**Oct. 1** Event 1

**Oct. 3** Event 2

**Oct. 17** Event 3



Happy Birthday

**Dec. 2** Mona Murphy

**Dec. 20** Mary Ryder

Happy Anniversary

**Dec. 5** Alice Burnes

**Dec. 20** Jim Murphy

Be There!

Our quarterly meeting is next Tuesday. On the agenda: planning for increased holiday hours and proposed changes to the time sheet process. Join us! It’s your business too.



“Our family is so grateful for the kindness and patience of our father’s caretaker…” --- The Murphy family

What We’re Hearing…

Two of our board members are getting ready to travel to the Home Care Cooperative Conference in Washington, DC this November. Our co-op’s representatives will lead a panel on caregiver communications. We’re looking for input from members to help inform our presentation. Email Rebecca at Rebhomecare@gmail.com to help out.

New Office Laptop for Members We have a new laptop in the office for use by members who could use some computer time! Need to do some internet research to learn about a client’s medical situation? Need to fill out your timecard or access your schedule on-line? Come on in! We’ve set up a small office space near the window next to Carol’s desk. Check it out anytime - we’ll show you how it works.

# News From the Office

Planning Ahead

A look at our numbers this month.

Member Spotlight

Have you met our new co-op member Grace Smith? Grace has 6 years of home care experience working with seniors and those with disabilities. Grace is proud to be contributing member of a worker-owned business, “where my voice counts as much as every other member.” Grace is recently married and has three teenage boys.

Caregiver’s Corner:

Ask your less experienced providers about the most difficult challenges they face in their daily work. Ask your experienced members to share strategies for managing difficult those challenges. Format as a Q&A and be sure to include a pic of your advice-giver!

*How Are We Doing?*

|  |  |
| --- | --- |
| **Report Ending:** | **Date** |
| **Caregiver Hours** |  |
| **Office Staff** |  |
| **Training and Ed.** |  |
| **Travel Time** |  |
| **Board Hours** |  |
| **Total Hours** |  |
| **OT** |  |
| **Holiday** |  |



|  |  |
| --- | --- |
| **New Hires** |  |
| **Employment Ended** |  |
| **Caregivers** |  |
| **Office Staff** |  |
| **RN** |  |

Staffing Report

*What the numbers mean for us…*

When our client list grows, our business grows, and so do our paychecks! By accepting 4 new clients last month, we were able to increase our caregiver hours from an average of 30 per week to 34. That’s more money in all of our pockets, just in time for the upcoming holiday season. The client bump also tells us that word is getting out in the community: HeartHomeCare is the best source around for quality care.

