

EMS Coordinator deploys to Philippines to assist with Typhoon Haiyan impact

HCA Health Disaster Management Paramedic and Emergency Coordinator Mike Noone spent 14 days in the Philippines to assist with the impact of Typhoon Haiyan. He responded with a team of American and Canadian medical volunteers to the recent tragedy in the province of Leyte in the Philippines. Arriving in Tacloban, a city of 200,000 in the impacted area, Mike helped set up a clinic staffed by doctors, nurses and paramedics with the disaster relief organization Hope Force International.

“Several things stood out for me. Just like California plans for earthquakes, the Philippines are accustomed to and plan for typhoons. However, with winds at 160 to 195 miles per hour and a storm surge of up to 20 feet, this overwhelmed their preparations and building codes. Even new hospitals and government buildings had their top floors ripped off and ground floors flooded to the second level. Laboratory, pharmacy, radiology, CT scanners and generators were all destroyed,” said Mike. “I wasn’t



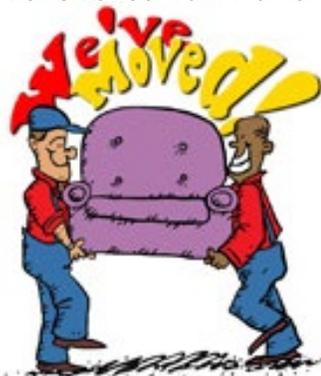
Typhoon Haiyan, with winds at 160 to 195 miles per hour and a storm surge of up to 20 feet, overwhelmed provinces within the Philippines. Approximately 500,000 homes remain destroyed.

surprised to see that the poorest neighborhoods of shanty towns were flattened, but so were middle-

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EPRP has moved and remodeled!!

Responsibility for the management of HCA's Educational & Professional Reimbursement Program (EPRP) recently transitioned from Human Resources Services (HRS) to Financial & Program Support Services (F&PSS). During this transition, HCA worked with Auditor-Controller and HRS to clarify the EPRP requirements and process. As a result, HCA's EPRP policy, website (<http://intranet.ochca.com/eprp>)



and application system have undergone some renovations to provide more information and assistance to employee's seeking reimbursement for eligible expenditures through the EPRP program.

What's changed? **EPRP website**

- Information and links have been updated
- HCA Policy & Procedure III – 3.15 regarding EPRP is included on the website as a link
- Auditor-Controller 2007 EPRP Guidelines are included on the website as a link
- FAQs have been enhanced to better answer

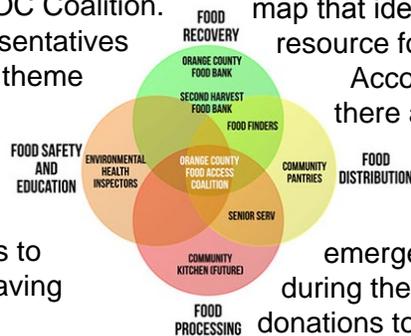
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PBS features Waste Not OC Coalition

Public Broadcasting Services (PBS) visited Orange County in December to produce a segment on the Waste Not OC Coalition.

The coalition includes a group of representatives from food banks, restaurants, grocers, theme parks, sports venues, manufacturers and educational institutions that is focusing efforts on redirecting potentially usable prepared food from markets, restaurants and other sources to community food pantries rather than having food thrown out and end up in landfills.

County Health Officer Dr. Eric Handler has been instrumental in creating the coalition to address hunger in Orange County. PBS profiled the coalition's efforts to help reduce the number of local residents without adequate food and highlighted the current pilot project in the City of Anaheim. The Coalition's



website at www.wastenotoc.com features information about the Anaheim project and an interactive map that identifies local food pantries acting as a resource for families needing food assistance.

According to the Orange County Food Bank, there are nearly 456,000 people at risk for hunger every month in Orange County and 1 in 5 Orange County children face food insecurity. Requests for emergency assistance have skyrocketed during the economic downturn and product donations to local food banks have decreased during the same period. Meanwhile, Americans discard 40% of their food, valued at \$165 billion annually.

For more information, visit the Orange County Food Bank at www.ocfoodbank.org or the OC Food Access Coalition at www.ocfoodaccess.org.

EPRP has moved

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questions like:

- Who is eligible for EPRP?
- What is eligible for reimbursement?
- What is not eligible for reimbursement?
- What is the process for reimbursement?
- How will I know what is happening with my claim?

EPRP Application System

- System drop downs have been updated
- Application status messages have been enhanced
- Applications must receive final program level approval from the service area Deputy Agency Director or Chief Of Operations

What is changing in the future?

The EPRP email address is changing effective February 1, 2014 to EPRP@ochca.com.

What hasn't changed?

- To be eligible for EPRP reimbursement, costs must meet requirements under the Personnel & Salary Resolution (PSR), Auditor-Controller guidelines, and HCA policy
- EPRP remains a two-step process:
 1. Submit your application for reimbursement with proof of cost and obtain approvals
 2. Submit a claim form with supporting documents once your eligible expense is complete

What's important to know about EPRP?

- **Explore the EPRP website and application**

system – Understand the Personnel & Salary Resolution, Auditor-Controller guidelines, and HCA policy regarding the EPRP so you can be sure your expense qualifies.

- **Get your application approved in advance of incurring the expense** – This is the best way to ensure you will be reimbursed. Expenses incurred prior to an approved application are the employee's responsibility if they do not meet all County and Agency requirements. Work with your direct supervisor to ensure your application is appropriate and processed correctly.
- **Gather & submit all required supporting documents** – Familiarize yourself with exactly what documents are required for reimbursement in advance. Make sure you obtain and submit them timely.
- **Don't wait to submit!** – Auditor-Controller EPRP guidelines only allow one year from the date of the event to submit all required items - approved application, claim form and supporting documentation. After a year has passed, the expense is no longer eligible.
- **Check "My Queue" frequently** – Monitor your application and claim status for updates and comments to be sure your request is on track. If you have suggestions for additional content, resources, information, or have a question the website doesn't answer, please email tuitionreim@ochca.com before February 1, 2014 or EPRP@ochca.com on or after February 1, 2014.

CHS/OCSD team up for World AIDS Day

World AIDS Day is celebrated December 1st every year to raise awareness about HIV/AIDS and to demonstrate international solidarity in the face of the pandemic. This year's theme "Getting to Zero: Zero new HIV infections. Zero discrimination. Zero AIDS-related deaths," reminds us of the role we have in ending HIV Disease. By the year 2015, the campaign envisions that there will be

- Zero new infections;
- Zero AIDS-related deaths; and
- Zero discrimination

With the campaign in mind, HCA Correctional Health Services (CHS), in partnership with the Orange County Sheriff's Department (OCSD), HCA's 17th Street Testing, Treatment and Care Clinic, and the Public Health Laboratory, offered HIV screening to the incarcerated inmate population at all five Orange County facilities.

CHS took on the project of screening patients with the goal to increase HIV awareness, decrease stigma and fears related to HIV testing, and increase the number of individuals who are aware

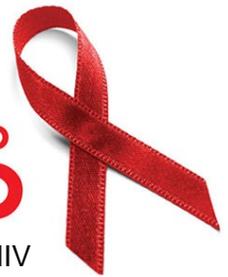
of their HIV status. The inmate population is approximately 6,500 and considered high-risk for HIV transmission. By educating and screening inmates, HIV transmission can be reduced, individuals living with HIV can potentially be identified in the early stages of disease, and for those identified as HIV-positive, care and prevention services can be offered to improve health outcomes.

This year's World AIDS Day HIV testing campaign was a success in large part due to the dedicated team of correctional nurses lead by James Trimmer, Maria Rienzo, and Jocelyn Lumitap. These nurses worked hand in hand with HIV Testing, Treatment and Care staff Colleen Brody, Arturo Guzman, Jorge Lopez, and Annabelle Mercado, and student nurses from Vanguard University.

The team provided education and screening to 1,254 inmates at all five jail facilities between

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**GETTING TO
ZERO**



CHS team members pictured top row include (left to right) Arturo Guzman, Dr. J. Chay and Colleen Brody. Pictured middle row (left to right) are Pamela Adams, Jocelyn Lumitap, Jorge Lopez and Annabelle Mercado. Pictured in center is Maria Rienzo.



ALERT! ALERT! IMPORTANT NEWS!

2014 brings new regulations

As of January 1, 2014, all County government agencies that own or license computerized data that includes personal information is required to disclose any breach of the data's security to California residents whose unencrypted personal information was, or is reasonably believed to have been, acquired by an unauthorized person of the data breach upon discovery. (Assembly Bill 1149 and Senate Bill No. 46 – Amends Civil Code Section 1798.29)

COMPLIANCE
866.260.5636 **HOTLINE**

The HCA Compliance Program offers a confidential telephone hotline to voice your concerns about any situation that may conflict with Compliance Program principles.

You may call the hotline 24 hours a day, 7 days a week at the number shown above.

Compliance will provide more details on this new regulation in the Annual Compliance training. In summary, this means any HCA

owned or licensed computerized data with personal information or personal identifiable information (PI or PII) not PHI (protected health information) have reportable notification requirements when a breach of the data occurred. For example, many programs not considered a HIPAA covered component such as Environmental Health, EMS, etc., will now be required to report all data breaches to the Office of Compliance and follow the Breach Reporting Policy.

Revised Authorization to Use and Disclose Protected Health Information (PHI)

In compliance with the HITECH Final Rule on September 23, 2013, the Authorization to Use and Disclose PHI has been revised and improvements have been made to be more user friendly. Now there is an option to electronically complete the form, then print and have the client sign.

HIPAA allows certain use and disclosures without an authorization such as for treatment, payment or health care operations. There are many other uses and disclosures that require an authorization to be completed before the County can use or share the client's information.

All workforce members should replace the existing form and start using the revised form if you have not already done so. You may obtain the form from the following website links:

- <http://intranet/forms#custodian> or
- <http://ohealthinfo.com/about/admin/programs/records#hipaa>

LOOK FOR: Authorization to Use and Disclose Protected Health Information (PHI) – Form #: F346-531B with the revision date (11/13)

If you have any additional questions, please contact a member of the Privacy team:

- Thea Bullock, Chief Compliance Officer/County Privacy Officer – (714) 834-3154
- Linda Le, Deputy County Privacy Officer – (714) 834-4082
- Nikoo Tabesh, Privacy Analyst – (714) 834-5172

HCA secretaries celebrate the holiday



HCA's secretaries gathered on December 4, 2013 to celebrate the holidays with a Holiday Bowl event held at Tustin Lanes. The event proved to be a great time of fellowship, fun and laughs. Pictured (back row, left to right) are Lauren Horton, Danielle Daniels, Jean Brayer, Hien Nguyen, Laura Sudlow and Lisa Anderson. Pictured (middle row, left to right) are Marsi Hartwell, Cristina Sosa, Maria Montellano, Susanna Ganey, Maggie Rawlins and Denise Westrick. Pictured (front row, left to right) are Lisa Alford, Esther Razo, Thu Do and Cattien Nguyen.

Upcoming Safety classes in 2014

Happy New Year! The HCA Safety Program has been busy preparing throughout the holiday season to ensure that important in-house safety trainings are ready and available for HCA employees in the coming months. To help



ensure safety compliance for HCA, the following trainings are now available on Training Partner to sign up for the 2014 year.

Cal/OSHA Log 300 Training

January is the time when Cal/OSHA 300 logs are due to HCA Safety. All programs closed out their 2013 Cal/OSHA logs on December 31, 2013 and started a new log on January 1. This class assists supervisors, managers and other staff responsible for maintaining the Cal/OSHA logs by providing a basic understanding of Cal/OSHA reporting requirements.

The HCA Safety Program is providing Cal/OSHA Log 300 Training throughout the month of January. Sign up today!

Defensive Driver Refresher Trainings

This is a required class specifically designed for HCA employees who drive personal or County vehicles to conduct County business and includes helpful information on driving laws and how to avoid accidents. This refresher is required every other year after attending the initial Defensive Driving - Basic class provided by CEO Risk Management.

Great news! For your convenience, HCA Safety

is now offering Defensive Driving Refresher classes at program locations. Instead of you coming to us, we come to you! Contact Safety to schedule a class at your location today!

Supervisor Refresher Workshop Trainings

This class is required to be taken every two years and is specifically designed for HCA Supervisors, Managers and other staff who have at least one or more employees under their supervision. The class will provide valuable information necessary to comply with the County wide Injury and Illness Prevention Program (IIPP) and focuses on Injury and Illness Reporting, Cal/OSHA logs and other helpful information.

Dates for the trainings are listed on the Intranet at <http://intranet.ochca.com/safety/safetytrainings/refresher>. Enrollment is available through Training Partner at: <http://tp2003.ocgov.com/TPOnline/TPOnline.dll/Home>.

Take care, be safe, and take advantage of these terrific classes being presented this year! For any Safety related questions, please feel free to contact the HCA Safety line at (714) 834-SAFE.

Thank you and have a wonderful and SAFE New Year!



World AIDS Day

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November 21, 2013 and December 14, 2014.

Through this effort, three individuals were newly identified as HIV-positive and linked to care services.

HCA would like to recognize the teamwork, dedication, and passion for this project in effort to achieve the goal of "Getting to Zero."

HIV education and screening was provided to 1,254 inmates at all five jail facilities.

It wouldn't be New Year's if I didn't have regrets.
—William Thomas



New Year, New You

Each year brings pledges that this is the year that your family will be healthy and fit. In 2014, start with you! Be a health role model for your kids by making an effort to improve your own health habits to show them that being healthy is important. The Academy of Nutrition and Dietetics offers the following tips:



Make gradual changes: Drink one more glass of water every day. Walk 10 minutes longer every week. Cut down one less indulgent food or drink every week.

Start walking: Take the stairs instead of the escalator or elevator. Park at the back of the parking lot and walk instead of cruising for the closest spot.

Focus on health not weight: Don't talk about your weight or put yourself down in front of your kids. Focus on eating healthy and being active and encourage your kids to do the same.

Slow down: It takes 20 minutes for your stomach to tell your brain that you've been fed. By slowing down your eating, your brain will realize you are fuller sooner and you won't eat as much. Try little tricks to slow down such as putting your fork down between every bite.

Stay positive: Try not to complain about how much you may dislike exercising or eating healthy foods. Try new recipes or substitute healthier ingredients in your favorite recipes to create a new healthy version. Build a support network of family and friends to join you in creating recipes or to be your workout buddy. Having a support network can help you focus on positive results rather than temptations and also help motivate you and your family.



For more information on how to get a jump start on your healthy New Year, visit the Academy of Nutrition and Dietetics website at www.eatright.org, where you can find resources including nutrition fact sheets, a good nutrition reading list and nutrition

Pinterest approved for County use

After completing a review process as defined in the County's Social Media Policy, CEO Information Technology has approved the Pinterest social media network for use by County agencies.



Pinterest is a pinboard-style photo-sharing website that allows users to create and manage theme-based image collections such as events, interests and hobbies. Users can browse other pinboards for images, "re-pin" images to their own pinboards or "like" photos.

Pinterest is a great way to promote your programs by highlighting photos of events or activities. Along with Pinterest, other County approved social media sites include Facebook, Twitter and YouTube.

Visit HCA's social media sites at the following:

OC Health	   
OC Beach Info	 
OC Health Alert	
OC Red Ribbon	 

Can you think of creative ways your program may have a business need for any of the approved social media sites? Let us know how Health Policy and Communication can help your program. Give us a call on the HCA Media Line at (714) 834-2178.

information, to name a few.

You can also visit Public Health Services Deputy Agency Director [David Souleles' blog](#) which includes both personal and work related experiences as he chronicles his journey through eating healthy and being active. Share your personal health and physical activity tips, as well as your challenges and successes, with David and your co-workers.

HCA's internal WorkingWell initiative provides a foundation for the Agency to protect and promote the health of our employees and support our efforts of making a healthier tomorrow, starting with our staff. Visit the WorkingWell intranet website at <http://intranet/workingwell> for more information, resources and tips to leading a healthy, active lifestyle.

Typhoon Haiyan

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class gated communities where municipal employees, healthcare professionals and business owners live. Very few police officers, doctors or nurses could report to work for the next week as they were taking care of their own families. Their absence lead to looting and critical hospital staffing shortages.”

The Hope Force International team of 10 volunteers set up a clinic in a wing of the Divine Word Hospital in Tacloban. They saw approximately 200 patients a day with mainly respiratory infections caused by lack of shelter and exposure to rain and smoke, in addition to those with infected wounds and other complaints. The Hope Force team supplemented a group of Korean doctors, nurses and responders who were operating the hospital’s emergency department, seeing 300-400 patients a day, and a team of Filipino surgeons, doctors and nurses from an unaffected province who were overseeing inpatient admissions.

Deaths from the storm have been estimated at 6,000 to 10,000 people, with thousands more still missing. But barring an epidemic caused by current conditions, the healthcare response to the disaster is winding down. The Philippines estimates that approximately 500,000



Mike Noone is pictured in the front row wearing a green shirt and khaki pants along with Hope Force International volunteers, medical volunteers and Tacloban residents.

homes remain destroyed or badly damaged. Hope Force International and Habitat for Humanity were collecting donations to help provide victims shelter during the holidays.

HCA HR has moved

The dust at HCA Human Resources has settled on their move from the 3rd floor to the 6th floor at the HCA headquarters 405 W. 5th Street building in Santa Ana. If you have an appointment with HR staff, please contact them via the 6th floor telephone and lobby extension list directory. There is also a convenient lock box located outside the HR suite for any paperwork you would like to drop off. For additional information, please contact HCA Human Resources at (714) 834-3101.



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FEBRUARY HEALTH OBSERVANCES

- AMD/Low Vision Awareness Month
- American Heart Month
- International Prenatal Infection Prevention Month
- National Children's Dental Health Month
- National Wear Red Day 1

health care agency

WHAT'S UP
keeping staff informed & current

WHAT'S UP is a newsletter for employees of the County of Orange, CA, Health Care Agency.

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