



RAISING DEMENTIA AWARENESS, ONE DAY AT A TIME!

Alzheimer's & Dementia
Support Services

February 2015

IN THIS ISSUE

Staff Update

by Kris Healey

As February comes to end I wanted to take this opportunity to thank you all for all of your hard work so far this year. As I am sure you will all agree, I can't quite believe that we are nearly in March, where is the year going?

In February I celebrated my first 6 months as Operations Manager and I feel that we have already achieved so much, however momentum is important and with all of us pulling in the same direction I firmly believe that the charity will continue to grow and evolve. It is important to ensure that no matter how much we grow and develop we never lose sight of our core values and ethos.

One of the things that I am most proud of is what a nice feeling the office seems to have at the moment. I agree the space is far from ideal, but one of the key advantages of us all living in each other's pockets is that it really does afford us with the chance to work alongside each other much more efficiently.

Over the last few months we have employed a dedicated Administrator, in the form of Annette, and I am sure that you will agree that as a result the level of organisation and communication within Alzheimer's & Dementia Support Services have improved immeasurably. We have also employed Jackie, who has been working hard on our AGM and other key projects. It shows that we are getting the right skills and experience in the charity which will really drive us forward. This coupled with the fantastic knowledge already held within the organisation can only be a recipe for success.

The important thing to remember is to never lose sight of who we are and what we are trying to achieve. This is one of the key reasons all teams will be asked to revisit the strategic plan over the next couple of weeks. Jackie will also be holding some meetings with you all in relation to our proposed rebrand, though this will be discussed in more detail at the AGM,



Annual General Meeting 28th February 2015

Our 23rd AGM will be held on the 28th February at Shorne Village Hall.

Page 2



Galileo - Whole Body Vibrations

Find out more about our magic machine and its untold benefits.

Page 3

AGM

By The Operations Team

We ordinarily hold our Annual General Meeting (AGM) in the month of November, however this year we are holding it on the 28th February 2015. The reason for this is we would like to discuss the prospect of becoming incorporated; alongside being a charity. This is a recommended next step when a charity gets to a certain size and it is to ensure the organisation has appropriate legal protection when undertaking its charitable activities.

Holding the AGM in February has provided us with the time necessary to prepare the case and present for member's consideration. As a consequence of exploring the possibility of becoming incorporated, we would also be keen to discuss whether this presents an opportunity to rebrand, in terms of name, colour and brand awareness.

ANNUAL GENERAL MEETING



The AGM, reporting on the period 2013/14, will take place on Saturday 28th February 2015. It will be held at Shorne Village Hall, The Street, Shorne, Kent DA12 3EA. The event will start at 14:00, with Afternoon Cream Tea following at 15:45.

We do hope you will be able to attend and learn more about what we have done in 2013/14 and what we are planning to do in the future.

The AGM provides a fantastic opportunity to network with others affiliated with the charity, as well as a chance to find out exactly what exciting ventures we have planned for the coming year and beyond.

Your ongoing support is always appreciated and we look forward to seeing as many of you as possible on the 28th.



Hartley Support Group

by Lesley Knight

'This month we launched the new Carers Support Group in Hartley. The group will meet on Thursday mornings (when the Hartley Memory Cafe isn't on) so please be sure to tell all of the people you know who live in the Hartley, Longfield and New Ash Green area that they are most welcome to come along.

Tony, our Chair, together with Gareth Johnson, the local MP, Jackie, the Community Warden, and Veronica, a Volunteer, pose for a picture at the Hartley Cafe when we launched the new Carers Support Group

OUR SERVICES



Fish & Chips

Our Monday Club recently went to the Battle of Britain Pub for a fantastic Fish and Chip Lunch. Great value, amazing presentation and a fantastic taste!

Catch of the day?



Give it some thought?



SHARING IS CARING!

Is there an article you want to see in the next issue? Would you like to help write it?

PLEASE TALK TO ANNETTE OR JACKIE
01474 533990 EXT 209

Galileo Whole Body Vibration

by Operations Team



We are pleased to inform you that we were the recipients of a Gravesham Can Grant and have used it to purchase a Galileo Whole Body Vibration Plate for the benefit of our clients and staff. It is our aim to provide short supervised sessions with our clients to improve their well being, body strength and mobility. Most clients enjoy the experience enormously. Clients only need to stand on the machine for a few minutes regularly to gain benefits. Even those who are chair-bound can rest their feet on it and gain some benefits.

The vibrations are slight but research has shown a broad range of health benefits that include improving balance; leg strength; leg movement and improved bone density. The sessions would be tailored to the physical needs of the client, however would not last more than 10 minutes at a time. Over a relatively short period of time we would expect to see improvements in the general well being of those who use the machine and this would include their mobility.

To be able to engage in these sessions we need the consent of the client and their families. They would also undergo an assessment; this is done through a questionnaire screening process and some basic mobility tests so that we can determine if the client is suitable for the sessions.

Each client would be supervised and monitored to identify if any health benefits have been achieved. We will be working with a Senior Chartered Physiotherapist and lecturer of Greenwich University Jenny Strickland to ensure the programme is delivered appropriately and to achieve maximum benefits.

We are keen to be able to collect evidence that the machine have benefits for those who use it, particularly for those living with Dementia. We will also be very keen to hear feedback from the client's families.

If you are interested in this opportunity could you please let Lynne Lidstone know and she will provide you with more detailed information and:

- Consent form
- Photo Consent Form
- Whole Body Vibration Therapy – Indications and Contra-indications

She will also go through the Patient Screening / Assessment Form and answer any questions you might have about the programme and sessions.

If you have any questions, then please do not hesitate to get in touch,

Abseiling

by Operations Team

On the 15th March at 9am Tony Searles, Liz Jewell, Kris Healey, Angela Farrell and a number of others will be abseiling down Miller House in Maidstone. This is a fantastic opportunity to raise dementia awareness in the local area and continue our proactive fundraising campaign for 2015.

The abseil is being organised by the KM Charity Team. Specialists will erect two abseil ropes from the roof of the building to the ground, enabling brave participants to abseil down under the watchful instruction of the professionals, cheered on by shoppers, well-wishers and friends.

Seventy per cent of sponsorship raised goes to Alzheimer's & Dementia Support Services and 30 per cent will go to the children's road safety department at the KM Charity Team.

The Kent and Medway Charity Team group supports parents and communities through the development of Walking Buses to schools throughout the whole of Kent. It provides the necessary safety equipment and organises fun events for Walking Bus families. It also arranges Big Quizzes, and fundraising abseils and zip wire events.

It would be great for as many of you as possible could come and support all of those abseiling.



Quiz Night

by Angela Farrell

Alzheimer's & Dementia Support Services is to hold its first quiz night on the 13th of March at the Battle of Britain pub.

I am looking forward to seeing some familiar faces from staff, family and friends, and some new faces, who have signed up for a fun night of music, general knowledge and trivia.



We will be having a raffle with some fabulous prizes. This is to be the first of three quiz nights, so if anyone has missed out this time please keep your eyes and ears sharp for the next quiz dates.

As we say in quiz world :- Who's intelligence is their best kept secret? Or, who is as thick as a club sandwich? Or, maybe some of you have drunk from the fountain of knowledge! All will be revealed in the scores on the night!

First Impressions

by Jackie Davison

NEWS IN BRIEF - FROM ANNETTE

I can't believe I'm in my 8th week at Alzheimer's & Dementia Support Services – the time has flown past!

I asked Kris if I could write a small piece for the Newsletter as I wanted to say how much I've enjoyed the last 2 months. I've not worked for a charity before so I didn't know what to expect when I started back at the beginning of January. Starting a new job is always a bit daunting but I can honestly say I've been made to feel very welcome right from the start. I've had jobs, in the past, where it's taken days, even weeks, for people to speak so it was really lovely when people took the time to say 'hello' on my first day.

My first few weeks have been taken up with conducting checks on staff personnel files, helping to organise the AGM, beginning discussions around the re-branding project, helping to coordinate Dementia Awareness training sessions and researching possible options for the Auto-Enrolment Pension scheme. There are lots of projects penciled in for this year so I know the next few months

are going to be busy and it will be really interesting to work alongside you all to ensure these projects are concluded successfully.

I have already chased some of you for missing documents for your files, and will be pestering more of you in the next few days! Please can you make an effort to bring in any documents requested? It is really important that your files are as up to date and compliant as possible at all times.

I will also be holding some 'focus group' meetings over the next few weeks to discuss the possible re-brand project and listen to your suggestions/feelings about possibly changing our name! Keep your eyes peeled for your invitation!!

So, once again, thank you all for making me feel so welcome. I have learnt a lot about the services Alzheimer's & Dementia Support Services provide and already have a great deal of admiration for the work that you all do. I look forward to working with you all over the next few months.



Timesheets

Timesheets need to be handed in on a weekly basis, this makes it easier to correct any discrepancies and means that we can process the wages quicker as we do not have to sort out unconfirmed calls.



Personal Communication Folders

All carers now have communication folders which need to be checked on a weekly basis. The blue folders are kept in the top tray on the book shelf as you come in the door. The folders are mainly for paper work that we need to give you back, such as holiday request forms that have been agreed etc.



Swipe In Swipe Out Issues

It is very important that you are all swiping in/out at client's houses, because in the future this will be how your calls are confirmed and you are paid. So not confirming your calls will make it hard for us to process your pay. If any of you are still having problems with your phones please let us know so that we can sort the problems out ASAP.

CEO's Thoughts

by Liz Jewell



Dear wonderful people,

As you are all aware a great deal of resources have been put into training over the last six months and as an organisation we are committed to creating opportunities for professional development for all staff and volunteers. With that in mind I would welcome ideas for themes for two-light training sessions we will be starting in the next financial year. This could be anything that helps you fulfil your role and or something that helps you reach the next level in your career pathway.

As a person-centred organisation we strive to meet the needs of our clients and their families. We are also registered with the Care Quality Commission (CQC), whose role is to protect vulnerable people. It is those two factors that make it **imperative** that we comply with the regulations that have been set by CQC. The regulations are there to protect the client and to protect the care workers from inadvertently doing harm. I ask that everyone really seeks to apply the training they have had and if there is any confusion or uncertainty to ask for guidance from Carol Best, Mandy Tehara, Tracey Levett or Karen German.

After training has been undertaken we trust you know what you need to do in a given situation relating to that training and if you don't then you will seek advice immediately. Please be aware that as part of our requirements for CQC all practices with clients & care workers will be monitored to ensure best practice is being applied consistently. Reflect on your training and make sure that you are doing what has been made clear to you

at all times. If for any reason you are not able to comply with the regulations you must seek immediate guidance from Carol and the team and follow their advice – keeping detailed records of all you do. **Why is this important** – to ensure that the clients, their families and you as care workers are safe and can trust the service 100%.

Nominations

This month I would like to nominate **Sherrie Boyd**. Sherrie had the on-call phone and a client called at midnight in some distress needing help. Sherrie, who had been asleep, went to that client and helped them deal with their crises and was with them for over an hour. This is definitely not part of the job description; however it is a wonderful example of someone going that extra mile to help another person. Kris would also like to nominate **Angela Farrell** for her continued creativity and dedication towards our fundraising. A huge thank you to you both!

If you have any examples of colleagues who have done that little bit extra - do nominate them. Send an Email me liz.jewell@alz-dem.org and/or Kris Healey kris.healey@alz-dem.org with the following information;

- Name of the person you are nominating
- What they did?
- What made it so special for you?

Alzheimer's & Dementia Support Services

Basement Flat,
Dene Holm House,
Dene Holm Road,
Northfleet,
Kent, DA11 8JY