

## Follow-up to *Your Feedback*



**Wil Davis,**  
**HR**

**A**fter much review and listening to employees' valuable feedback, we have amended the overtime reporting process, and as of Feb. 24, we began to use a new reporting tool called the Time Reporting Log.

On overtime, the new tool requires that all overtime be logged whether pre-authorized, pre-planned or not, regardless of the length or type of OT. This will help us to get the most accurate information on where and why all overtime is occurring.

Employees are required to log OT hours and reasons for OT on the Log and sign-off. Managers will ensure the Weekly Time Reporting Log is centrally located in each department and will provide further instructions pertinent to your area. Managers will begin receiving the OT report by Friday, April 11, for each department, which will be shared with staff.

Logging overtime correctly on these sheets helps HR report more accurate numbers back to each department.

We are hopeful that this new process will give us more information and an accurate reconciliation of all overtime used. It will also be less cumbersome for employees. Look for a payroll stuffer regarding the accurate completion of the form.

Thanks for your feedback and cooperation.

## Modeling BECOME

**B**UILD PARTNERS.  
**E**XTEND TRUST.  
**C**HANGE NOW.  
**O**WN IT.  
**M**ODEL EXCELLENCE.  
**E**XCEED EXPECTATIONS.



### Transportation Employee a Hero

Drew Nalewanski, who works in Transportation at Cooley Dickinson, exceeds expectations on and off the job. A senior at Westfield State College, Drew was on spring break at a Best Western in Acapulco in March when a fire broke out in the hotel's laundry chute in the early morning and began to spread throughout the building. The building's alarm system had failed, and no one was being alerted.

Drew was returning in the early hours to a building filled with smoke. Moving quickly and with purpose, as he does at Cooley, Drew and his classmates made sure those in their group were accounted for, and then they covered the building, alerting guests of the fire, despite the danger to themselves.

Witnesses said Drew and his friend Brian were the last two guests to leave the building. Kudos Drew!

### Hospice Shop Celebrates!



The Hospice Shop of VNA and Hospice of Cooley Dickinson celebrated the milestone of reaching \$1 million in sales with its many volunteers at an event April 1 in Dakin. In the photo at left, staff and volunteers review displays of the history of the shop and of Hospice scarves, the sale of which has raised over \$50,000. Thank you to all of our Hospice volunteers!

Stat is published bimonthly by CDH Public Relations.  
It is also posted on the CDH Intranet.  
To pass on a story idea or request copies,  
please call (413) 582-2422.



## In the News

Cooley Dickinson will have a presence at the Smith College employee wellness fair on April 17. Diane Walker and Cathy Bertinuson will offer information on nutrition/health and samples of healthy Mediterranean fare.



Cooley Dickinson received \$1,300 through **Florence Savings Bank's Customers' Choice Community Grants program**. At left, Acting CEO Carol Smith stands with John Heaps Jr., president of Florence Savings Bank.

**Emergency Department Physician Tor Krogius** has a grand talent beyond emergency medicine: He's a Grade A Speller. Dr. Krogius and teammates Damon Douglas and Paul Ita won the eighth annual Northampton Adult Spelling Bee, spelling "psilocybin."

## Cooley CALENDAR

Cooley Dickinson Hospital will hold its **annual Volunteer Recognition Lunch** on April 29 at Union Station in Northampton, during National Volunteer Recognition week. Last year, over 300 hospital volunteers gave 32,021 volunteer hours to Cooley Dickinson. During the week of April 27-May 3, please thank volunteers in your area for the work they do.

◆ **Healthcare Workers Week** will be celebrated this year at Cooley Dickinson from May 11-17. Here's the week at a glance:

**Sunday** - Retro Day.

**Monday** - Hawaiian or Tie-Dye shirt day with Fudge Brownie Sundaes served in the cafeteria from 2-6 p.m. and 11:30-1 a.m.

**Tuesday** - Sports Shirt Day.

**Wednesday** - Retro Day with a barbecue served on the lawn outside McCallum from 11:30-2 p.m. and 4:30-6:30 p.m. and in the cafeteria from 11:55 p.m. - 1 a.m. (If it rains, all servings will be in the cafeteria and Dakin.)

**Thursday** - Crazy Hat Day.

**Friday** - Blue Jeans Day.

**Saturday** - Retro Day with Fudge Brownie Sundaes served in the cafeteria from 2-6 p.m. and 11:30-1 a.m.



## Acclaimed Artwork on View

The North Building has become a gallery for a considerably generous collection of artwork donated to Cooley Dickinson by Lisa Baskin, wife of the late artist Leonard Baskin. Twenty-two prints by the accomplished artist were hung in March, intended to enrich the experience of patients. "It's a chance for patients, staff and visitors to experience thoughtful art. We all deserve that," Lisa says.



Leonard was an accomplished sculptor, book illustrator, printmaker, graphic artist, and writer, and taught at Smith and Hampshire colleges. The recipient of numerous honors and awards, his work is in major institutions, including the Metropolitan Museum of Art, the Museum of Modern Art, and the Vatican Museums.

The couple's three children and three of four grandchildren were born at Cooley Dickinson.

## Goings ON



Donate blood in the Cooley Blood Bank, and you could win a \$30 Northampton gift certificate. **Scott Weiss of Human Resources** was the winner in March, when 13 pints of blood were donated by employees. At year's end, the department that offers the most employee donations will win a catered pizza party. To make an appointment to give, call ext. 2162.



Check out the new flat-screen display set up in the hallway leading to the cafeteria. It plays a PowerPoint presentation - a screen from which is shown at left - that talks about the Eclipsys project, including information on what the software project is and the ways in which it will be an improvement over other systems.

Making a **great community** *better.*

**COOLEY DICKINSON HOSPITAL**

Member of  DARTMOUTH-HITCHCOCK ALLIANCE