



HPAE

LOCAL 5004 Newsletter

A Newsletter for the
members of HPAE Local 5004
at Englewood Hospital

SECURING OUR FUTURE

March 2025

PRESIDENT'S MESSAGE

Welcome to 2025. In the Chinese calendar 2025 represents the year of the snake which emphasizes transformation and spiritual growth. Numerologically it corresponds with the number 9, which symbolizes completion or wrapping up old cycles and preparation for new beginnings. I am ready for a new beginning. While I am thankful for the past and all the lessons learned, I am energized and hopeful for what the future brings. We need to continue to fight for a safe working environment for our patients and ourselves. Our focus moving forward will be on safe staffing. While we have always focused on safe staffing, we are renewing our efforts. The latest contract calls for a collaborative effort to identify an electronic system that will aid in evaluating workload and implementation of a system that will provide a mechanism where direct caregivers can provide acuity/workload data information on their assigned patients to facilitate a more efficient environment for caregivers and to ensure quality of care for every patient as well as more effective distribution of staff relative to patient workload. This will require that we assemble a team that is representative of our membership. If you are willing to serve on the staffing committee, please contact me and/or be on the lookout for recruitment for this committee. As always, we will continue to fight for our patients and to ensure that we have a work environment that allows us to deliver effective care.

In Solidarity,

Alice Barden, President HPAE, Local 5004



REVIEW PLANS

Contact your personal HPAE 5004 RN Rep

Marilyn Goldfischer 201-960-4159,
marilyn_goldfischer@us.aflac.com

THE VALUE OF MENTORSHIP

Wondering if you are on the right professional path in nursing? Have advice for a nurse looking to shake things up a little? Mentor-mentee relationships go beyond



precepting new orientees. That role is more specific to training for a specific role. Mentorship allows exchanging information about work-life balance, career choices, ways to cope in a chosen role or ways to grow professionally. Englewood Hospital offers a formal program to help with matching and facilitating mentoring. While some nurses find each other through chance interactions, some need the assistance of a computer matching program to find similar interests. Your experiences could be just what a fellow nurse needs to hear about to make their next choices in their career. The relationship will require a little bit of work to establish goals and expectations, but it is often rewarding for the mentor as well as the mentee. Joining a professional organization is another way to find a role model in a specific area of nursing. Text messaging and video conferences have made long distance connections easier. There is also our local program to connect with someone in your own workplace. Interested? Ask your manager or call the Center for Clinical Practice at ext 3320 to find out how to access the matching program and when the next education sessions will be scheduled. Need help getting the education you need to excel on your unit? Want to know more about guaranteed education day(s) for full and PT RNs?

Contact me, Elaine Van Buren-Rizzo MSN, RN, CCRN
845-558-7061 or evbrizzo@aol.com

PARKING

There are designated parking spots for evening shift and On-call employees in the parking garage. If you are not on-call or do not work the evening shift or please do not park in these designated spots. Parking in these spots if they do not apply to you can result in discipline.

HEALTH & SAFETY: ARE YOU PREPARED?

As nurses, we are constantly called upon to respond to emergencies—both in the workplace and in our personal lives. Whether it's a hospital crisis, a natural disaster, or an unexpected personal emergency, being prepared can make all the difference. Our patients, their families, coworkers, and loved ones rely on us for guidance during difficult times. **Are you ready?**

HOSPITAL EMERGENCIES

Knowing how to respond during a crisis at work is critical. Take a moment to review the hospital's emergency protocols and ask yourself:

- ✓ **Safe Rooms:** Do you know where the Safe Rooms are on your unit? Look for rooms with green number plates above the doors.
- ✓ **Active Threats:** Would you know what to do in the event of an active shooter, a violent patient, or an aggressive family member?
- ✓ **Evacuations:** If you needed to evacuate patients, do you know the proper procedure? Review the hospital's Emergency Operations Plan on the intranet and ask your manager about your unit's specific evacuation plan.
- ✓ **Downtime Procedures:** Are you familiar with your unit's downtime paperwork and emergency radio location? Ask your manager to review your unit's downtime box and procedures.
- ✓ **Power Failure:** While the hospital has emergency generators, only RED outlets remain powered. Emergency Lighting Kits will soon be available on patient care units, containing:
 - 🔋 Battery-operated lanterns
 - 💡 Headlamps
 - 🔦 Flashlights

These are to be used in the event of a catastrophic power outage.

AVAILABLE TRAINING

The Medical Center offers essential training to ensure staff is prepared for any situation:

- **De-escalation Training:** Learn methods to prevent violence using purposeful actions, verbal communication, and body language.
- **Stop The Bleed:** Gain lifesaving skills, including how to apply direct pressure, pack wounds, and use a tourniquet effectively.
- **Active Shooter Training:** Security can provide on-unit training for all staff members—ask your manager to schedule a session.

PERSONAL EMERGENCIES

Preparedness doesn't stop at work. Have a plan in place for your family and pets in case of a severe storm, power outage, or natural disaster. Here are some key steps:

- **Create an Emergency Plan:** Visit www.ready.gov and download the FEMA app for guidance.
- **Build an Emergency Kit:** Prepare supplies for your family and pets. Find a checklist at www.ready.gov/kit and www.ready.gov/pets.
- **Secure Important Documents:** Scan and store essential documents (driver's license, nursing license, social security card, insurance policies, children's immunization records, etc.) on a **password-protected** thumb drive in a safe place.

PREPAREDNESS SAVES LIVES

Being ready for the unexpected is part of our role as healthcare professionals. Take time to review your unit's emergency procedures, complete available training, and ensure your personal emergency plan is in place. The more prepared we are, the safer we can keep our patients, coworkers, and families.

DEVILS GAME

On **Thursday, March 20**, The Prudential Center in Newark, NJ will host a special NJ Devils game honoring nurses. Buy tickets and wear your red HP AE shirts!

Tickets can be purchased via our HP AE Link:
[Health Professionals & Allied Employees](https://fevo-enterprise.com/event/Healthprofessionals4?email_subject=new-jersey-devils-nurses-night-march-20&email_referrer=email_2637015&source=email-new-jersey-devils-nurses-night-march-20&can_id=985a424624b75b92540991bd8653914d&link_id=0)

https://fevo-enterprise.com/event/Healthprofessionals4?email_subject=new-jersey-devils-nurses-night-march-20&email_referrer=email_2637015&source=email-new-jersey-devils-nurses-night-march-20&can_id=985a424624b75b92540991bd8653914d&link_id=0

- ♥ NJ Devils logo Scrub top
- ♥ Nurses Group photo after the game on the ice
- ♥ Jumbotron Shout-out throughout the night for HP AE members
- ♥ Special discounted ticket rate



Event information:

New Jersey Devils vs Calgary Flames
on March 20, 2024 at 7pm.

Prudential Center
25 Lafayette Street
Newark, New Jersey 07102



WEAR RED HP AE SHIRTS and let's have some fun

ZOOM MEETING CHEAT SHEET HOLIDAY

1. How to Join a Zoom Meeting

Using a Meeting Link (Easiest Method)



1. Open the email or message with the **Zoom invite link**.
2. Click the **meeting link**.
3. If prompted, enter the **meeting passcode** (found in the invitation).
4. Click **“Join with Computer Audio”** so you can hear and speak.

Using a Meeting ID

1. Open the **Zoom app** or go to zoom.us.
2. Click **“Join a Meeting.”**
3. Enter the **Meeting ID** (found in the invitation).
4. Enter your **name** and click **“Join”**.
5. Enter the **passcode** if asked.

2. Basic Meeting Controls

Mute/Unmute Your Microphone

- **Computer:** Click the  **microphone** icon at the bottom-left.
- **Phone/Tablet:** Tap the screen, then tap  **“Mute”** or **“Unmute”**.
- **Shortcut (Computer):** Hold **Spacebar** to temporarily unmute.

Turn Your Camera On/Off

Click the  **camera icon** at the bottom-left.

- If your camera isn't working, check if another app is using it.

See Who's in the Meeting

- Click **“Participants”** to view attendees.
- Click **“Rename”** (next to your name) to change how it appears.

Chat with Others

- Click **“Chat”** to type messages.
- You can send messages to everyone or privately to one person.

Change View Mode

- **Speaker View:** Shows only the active speaker.
- **Gallery View:** Shows everyone in a grid.
- **Phone/Tablet:** Swipe left to switch views.
- **Computer:** Click **“View”** in the top-right to switch views.

Leaving the Meeting

- Click **“Leave Meeting”** (bottom-right corner).

3. Zoom Etiquette for a Smooth Meeting

- ✓ Mute yourself when not speaking to avoid background noise.
- ✓ Turn on your camera if possible—it makes the meeting more engaging.
- ✓ Use the chat feature for quick questions instead of interrupting.
- ✓ Be in a quiet place with good lighting for the best experience.

CERTIFICATION PAY

Contract section 11.07 states that all FT employees shall receive a certification differential of \$600 and all PT employees will receive a certification differential of \$400. However, payment for the initial real and renewal years are contingent upon submission of the certification within **60 days** of the date the recipient receives notice that the certification has been renewed. The employee must submit proof to the HRIS Data Specialist in Human Resources. Currently staff must submit this information to joyceline.williams@ehmchealth.org. When emailing HR please request confirmation of receipt. You may also call HR at extension 3025 to confirm who is the current HRIS Data Analyst.

In addition to the certification differential, staff are also entitled to reimbursement for fees associated with initial and renewal certifications. Contract section 11.09C states “Medical Center will reimburse Full Time and Part Time #1 employees for up to four hundred (\$400) dollars per year for specialty nursing certification or recertification exams or fees and or approved continuing education courses. Proof of this should be submitted with the request for check form to your manager for reimbursement.





A Newsletter for the
members of HPAE Local 5004

110 Kinderkamack Road
Emerson, NJ 07630
Phone: 201-262-5005
www.hpae.org



Address Service Requested

PRESORTED
FIRST CLASS MAIL
U.S. POSTAGE
PAID
SOUTH HACKENSACK, NJ
PERMIT #253

LABOR MANAGEMENT/GRIEVANCES

We have represented several people lately and a few trends have emerged & I will list them here in the hopes that no one else will be caught up in investigations.

- 1) Cameras: they are all over the place inside & outside the building. The MC will immediately check the footage if there is any question about where you were or what time procedures were done,
- 2) Cameras: many units have cameras to keep an eye on patients to keep them safe. They are absolutely not to be used to replace rounding on patients or doing assessments.
- 3) EPIC: be sure to chart what is being done when it is being done. NO BACK CHARTING. If the treatment was due at 1600, but not done until 1800...chart 1800.
- 4) Medications: Only give meds that you have pulled from the Omnicell, and do not pull meds for anyone else, except in a true emergency...like a code. ALWAYS scan the patient & the medication before giving it
- 5) Be aware of policies, procedures & protocols that impact your care. Know if a certain intervention requires an order. Know how often assessments are to be done.

Just a quick reminder that if you are called to a manager's office, always, always, ALWAYS ask what is the purpose of the meeting & DO NOT meet without a Union Representative present!!!

Please reach out if you have any questions.
We are here for you!! Michele McLaughlin MSN, RN, CPAN
201-315-1992

COPE (Committee On Political Education)

HPAE members formed the **Committee on Political Education (COPE)** to educate our elected officials about what is really going on in the health care system – and to fight for change. COPE organizes grass-roots mobilization efforts to win important legislation – and tracks the voting records of our state and federal legislators on HPAE issues. Using this information, COPE also interviews and screens candidates for office, making recommendations to HPAE members.

Through COPE, HPAE members have been instrumental in the drafting of new legislation, in providing testimony before legislators and government officials, and in organizing letter-writing efforts to persuade elected officials to support HPAE legislation.

Union dues are not used for political efforts. If you would like to contribute to COPE please complete the form located at:

https://www.hpae.org/wp-content/uploads/2016/06/COPE_Form_2016.pdf

and give to HR to have automatic deductions from your paycheck.

DATES TO REMEMBER

Membership meetings (Zoom & in-person; 8a & 8p)
3/26/25, 6/11/25, 11/12/25

Cafeteria Days - 4/23/25, 10/1/25 6:30a-6:30p

HPAE Professional Issues Conference - 10/16/25

Labor Walks – every Saturday 9/13/25 to 11/12/25