

HELPFUL EVENT INFORMATION

Events printed in **BOLD** on the calendar usually include a combination of a meal, a ticket, or transportation. Residents are asked to sign-up so we have a head count. This helps staff plan enough food, staff, and/or buses.

Life happens - if you signed up for an event and are unable to attend, it is important to notify:

Resident Services (Nicole) - 699-3426

24 hr. advance notice to avoid being charged :

\$ 7.00 for on campus events

\$10.00 for off campus events

Independent Living event

sign-up sheets on clipboards...

The sign-up sheets for activities can be found on the two long wooden tables located in the Atrium.

The clipboards are updated before the monthly Residents Meeting. Residents attend the Residents Meeting then sign up for next month's events.

If a ticket is required for an event, you must indicate if you have your own or **NEED** one for the event. **Nicole** will assist you with on-line ticket purchases.

Tips for utilizing VALET for events

NOT on the IL calendar

- Contact LUPE V. 699-3433 to make arrangements for a driver to be scheduled.
- Make a SIGN-UP sheet to be put out on the sign-up table. Include YOUR contact info., date/ time leaving, cost of event,
- Give information to Amber and Nicole for the "Monday E-mail"

B & K Curbside Recycling

B & K Recycling Service is offering a reduced charge (\$10/mo.) curbside recycle pick-up service for Manor Park Residents. If you are interested pick-up a REGISTRATION FORM in the Independent Living Office or from the Receptionist Office.



Questions???

Call Sherice

699-3469

Margaret Cowden Clubhouse

Lots of fun things to make use and enjoy out at the Clubhouse.

1. The **WildCatter Grill** is open
Tues - Sat for breakfast and lunch.
2. Adjoined Game Room—Bring family & friends to play shuffleboard, checkers, cards or dominos, or a game of your choice.
3. Two rooms available for gatherings:
 - The Great Room (100 ppl)
 - Ortloff Room (30 ppl)

Contact Nicole for reservation info & fee 699-3426
4. Concho Patio Kitchen for outdoor events.
5. Player Piano with updated technology & a wide variety of genre choices.

If you would like to use it for a personal get together, it can be checked out through the Administrative Office Nancy Ervin - 699-3420

ATTENTION IL Residents

Section II— Emergency Call System, of the Resident Handbook, has been revised. The changes include **clarification** of the process when the system is utilized and **verbiage** for the type of situations our staff can manage. Please read then add this to your handbook.

URGENT CALL SYSTEM
(provider company Aprotex)

An EMERGENCY is a severe and life-threatening condition that requires medical attention. If there is an EMERGENCY such as: profuse bleeding, stroke symptoms, loss of consciousness, or symptoms of a heart attack, FIRST call 911, then push the Aprotex pendant.

When a resident has a NON-EMERGENT medical need, the resident may need to use the urgent call system. It is activated once the resident pushes the pendant button in the confines of their own home. The Aprotex Call Center will receive a signal and immediately notify the Security Guard on duty at Manor Park. The guard will call the address the signal is received from to verify need for assistance. In the event the phone is NOT answered, the Security Guard will pick up a nurse and CNA to go to the residence. The nurse will assess the situation, then:

1. provide first aide, if necessary
2. contact emergency contact to come be with the resident
3. if necessary, recommend calling 911

Each resident has a RED folder in the Master bedroom closet. This folder has quick access resident information that can be reviewed by the nurse and/or a copy sent with the ambulance. It is the resident's responsibility to keep this information current. Manor Park Security is not trained to assist residents in getting up from a fall.

Pendants are provided to each resident for urgent medical assistance. This equipment is battery operated and is NOT waterproof. Batteries are changed once a year by a security vendor hired by Manor Park. The pendant will **not** (reliably) work outside the home. Lost pendants can be replaced by calling the Maintenance Office.

As a measure to monitor the effectiveness of our urgent call system, we would like to offer a step-by-step procedure for you to occasionally double-check your individual system:

1. Call Aprotex, our provider company, at 683-3518 and advise them that you will be testing the system. At this time, please ask Aprotex to call you (they will have your number on their system) when they receive the signal.
2. Press your urgent call button or pendant. In ten minutes, if you do not hear from Aprotex, please call them again to verify if they received the signal. If your system is not working, call the Manor Park office at 689-9898 as soon as possible and report the problem.

If you need help with performing this test, please call Manor Park's receptionist (689-9898) during business hours, or after-hours call security (967-3898) and assistance will be provided. The staff at Manor Park appreciates your assistance to verify that the urgent call system is working effectively so that we may render aid in a non-emergent situation. **And by the way, we can't help in an urgent or emergent situation if you don't wear your pendant, so please remember to wear it!**