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*Messages to be delivered in-person by managers to their employees*

**MONDAY, DECEMBER 10**

**KentuckyOne Leadership Commitments**

The KentuckyOne Leadership Commitments were developed to guide leaders’ behavior with our community, patients, physicians, employees and one another. They are helping to define our new KentuckyOne culture. Leaders are committing to the following:

1. **I will have ownership and accountability**, accepting responsibility for what happens in my area. I will follow through on commitments and will not shift blame to others.

2. **I will assume good intent**, seek first to understand and commit to open communication. I will empower and develop others through coaching, mentoring and teachable moments.

3. **I will talk about the future with honesty, enthusiasm and a positive perspective**, that gives people the courage to go forward in the face of great change.

4. **I will make it safe** for patients, visitors and staff to openly share questions, concerns and new ideas. I will foster an environment in which mistakes are treated as learning opportunities for improvement.

5. **I will lead by example**, and model the way by holding people accountable for behavior that is inconsistent with our mission or values. I will respect uniqueness and learn from others’ best practices with my commitment as an engaged leader.

**Event Alert:** Today, Saint Joseph East honors its Nurses’ Choice Award recipient Dr. Timothy Anderson (8 a.m., MOB Education Center). Find more events and local news at KentuckyOneEmployees.org.

**TUESDAY, DECEMBER 11**

**Flu Season is Here: Get Vaccinated, Turn in Your Documentation**

The CDC has reported that flu season is upon us and the vaccine has great coverage for the H3N2 strain that is circulating. It is not too late to receive your vaccine and we encourage you to call your local Employee Health Office and get vaccinated. This is the best protection for you, your patients and your family. If you received the vaccine at another facility or are declining the vaccine, you must turn those forms into your local Employee Health Office. This documentation is mandatory for all KentuckyOne employees and disciplinary action will be taken if these requirements are not met.

To date, about 1,700 forms of documentation are missing for the Louisville market and about 900 forms of documentation are missing for the central/eastern Kentucky market. Congratulations to Flaget Memorial Hospital and Continuing Care Hospital who are at 100 percent in regards to employee documentation for the flu vaccine.
Event Alert: The Annual Holiday Meal is today at Saint Joseph Hospital and Saint Joseph East (11 a.m.-1:30 p.m., 4:30-6:30 p.m., 11 p.m.-12:30 a.m.), Jewish Hospital Medical Center Southwest (11 a.m.-1 p.m., 6-7:30 p.m.) and Jewish Hospital Medical Center Northeast (11 a.m.-1 p.m., 6:30-8 p.m.). The Jewish Hospital & St. Mary’s Foundation Annual Theme Basket Raffle kicks off today, Dec. 11, through Dec. 14. Find more events and local news at KentuckyOneEmployees.org.

WEDNESDAY, DECEMBER 12

EMPLOYEES OF THE FORMER SJHS-LEXINGTON: Daycare Openings

The Saint Joseph Children's Center, located across the street from Saint Joseph Hospital, currently has openings in the preschool program for 3- and 4-year-olds. The center serves employees of all KentuckyOne facilities. Contact Brinley Curtis at 859.254.7313 for more information. Learn more at KentuckyOneEmployees.org.

EMPLOYEES OF THE FORMER JHSMH: Tuition Reimbursement Program

There will be some changes to the tuition reimbursement program in 2013. While many aspects of the current program will remain the same, there are some important differences that will take effect beginning with any classes commencing on or after Jan. 1. Learn more at KentuckyOneEmployees.org.

Event Alert: Today, Saint Joseph Hospital honors its Nurses' Choice Award recipient Dr. Neil Steil (8 a.m., Blakely Auditorium). The Annual Holiday Meal is today at Jewish Hospital Medical Center East (10:30 a.m.-2 p.m., 6-8 p.m.), Jewish Hospital Medical Center South (10:30 a.m.-2 p.m., 6-8 p.m.) and Our Lady of Peace (11 a.m.-1:30 p.m., 4:30-6:30 p.m., 11:30 p.m.-1 a.m.). Find more events and local news at KentuckyOneEmployees.org.

THURSDAY, DECEMBER 13

SafetyFirst: Make Hand Washing a Habit

Keeping hands clean through hand hygiene is one of the most important steps we can take to avoid getting sick and spreading germs to others. Are there any barriers to washing your hands in your department (e.g., sanitizer not available/accessible, frequently out of soap/towels)? Address with your manager. Make hand washing a habit and encourage peers to do the same.

Event Alert: The Annual Holiday Meal is today at Sts. Mary & Elizabeth Hospital (11 a.m.-1:30 p.m., 4:30-6:30 p.m., 9-10:30 p.m.), Jewish Hospital (5-7 p.m.) and Jewish Hospital Shelbyville (10-11 p.m.). Find more events and local news at KentuckyOneEmployees.org.

FRIDAY, DECEMBER 14

New Outpatient Care Center Opens in Lexington

KentuckyOne has opened a new outpatient care center, a full-service diagnostic imaging center in Lexington (Tates Creek Road), which began operation as Saint Joseph Outpatient Care Center Dec. 5. Learn more at KentuckyOne Employees.org.

Event Alert: Saint Joseph Berea’s Christmas Service is today at 11:30 a.m. in the gallery. The Annual Holiday Meal is today at Jewish Hospital Shelbyville (11 a.m.-1:30 p.m.) and Jewish Hospital (10:30 a.m.-2 p.m.). Find more events and local news at KentuckyOneEmployees.org.

You will find more at KentuckyOneEmployees.org. Submit news items to news@kentuckyonehealth.org. KentuckyOne In Person is distributed to all managers each Friday, with messages for the following week. Each day managers are expected to: 1.) Huddle for safety; 2.) Share KentuckyOne In Person messages; 3.) Share department/unit news and employee recognition; and 4.) Listen for feedback.