1988-02

Take one: February 12, 1988

Office of Informational Services, Boston University Medical Center
February 12, 1988

Blood donors recognized—UH employees who have donated more than a gallon of blood during their careers at the Hospital were recognized last month at a program commemorating the life and work of the late Dr. Martin Luther King Jr., which was held in the Hospital’s Keefer Auditorium. In addition, the honorees received their awards at a dinner that was held for all of the city’s Black Achievers at the Marriott Hotel in Boston’s Copley Place.

The Medical Center program, entitled "The Martin Luther King Jr. Dream—20 Years Later," was chaired by UH Employment Coordinator LaDonna Hudson. "On behalf of the Program Planning Committee, I’d like to express my special thanks to all of the volunteers whose contributions made the program so successful," commented Hudson. The event, which was followed by a reception in the Wilkins Board Room, was attended by nearly 200BUMC staff, faculty and students.

Nursing units move their patients into Atrium Pavilion starting Feb. 16

As the Hospital’s newest patient-care facilities near completion, UH staff members are preparing for a series of moves into the Atrium Pavilion that will begin on Tuesday, Feb. 16. On that date, Medical Oncology (F-4) and Surgical Oncology (C-5) will move into new quarters on Atrium Pavilion 7 East and Atrium Pavilion 7 West, respectively. The remaining units will move as follows:

- **Monday, Feb. 16**
  - Surgery (F-2) to Atrium Pavilion 6 East
  - Orthopedics (C-4) to Atrium Pavilion 6 North

- **Thursday, Feb. 26**
  - Neurology/Rehabilitation/Pulmonary (F-3) to Atrium Pavilion 8 East

- **Monday, Feb. 29**
  - Psychiatry (B-3) to Preston Building (temporarily to F-3, pending later move to F-4)
  - Neurology/Neurosurgery (C-3) to Atrium Pavilion 8 West

- The Operating Room, Recovery Room, Surgical Intensive Care Unit and the Cardiothoracic/General Surgery Unit all are scheduled to move in April. Note: The Recovery Room will change its name to the Post-Anesthesia Care Unit (PACU) when it has moved into its new location on the third level of the Atrium. This change, which better reflects the nature of this nursing specialty, has been made in accordance with a recommendation by the American Society of Post-Anesthesia Nurses.

Raffle tickets on sale to benefit the Hospital’s Childcare Project

A number of UH Employees have formed a fund-raising committee to raise money to benefit the Hospital’s Childcare Project. The committee, which will sponsor a number of activities to support the Project’s main goal of establishing an on-site day-care center, is selling raffle tickets for a prize drawing that will be held on Thursday, March 31.

Prizes for the raffle include a VCR, a color television and a microwave oven; prizes also will be awarded to the three people who sell the most raffle tickets (the seller of the winning ticket will win $25). Tickets are on sale for $1 each, or six tickets for $5, and the winners need not be present at the drawing. If you are interested in joining the committee, or would like further information about the raffle, please call Eunice Johnson at x7177.

Black Achievers honored at ceremony commemorating Martin Luther King

Boston University Medical Center’s recipients of the Boston YMCA’s 1988 Black Achievers awards were honored last month at a program commemorating the life and work of the late Dr. Martin Luther King Jr., which was held in the Hospital’s Keefer Auditorium. In addition, the honorees received their awards at a dinner that was held for all of the city’s Black Achievers at the Marriott Hotel in Boston’s Copley Place.

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Take One is published for the employees of The University Hospital every second Friday by the Office of Publication Services, Boston University Medical Center. For copy submission or information, please contact Erica Saperstein, editor; or Owen J. McNamara, director, Office of Publication Services, DOB-600, x8482.
Parking Services update

The Medical Center's Office of Parking Services is offering several new services to accommodate the needs of BUMC staff, including:

Lot C payroll deduction plan—PARKers in Lot C now can pay the $24 monthly fee via payroll deduction. A prepaid Lot C sticker, provided when an employee signs up for the deduction plan, will allow the driver to pass directly into the lot without using a coupon. Applications and stickers are available in the Parking Services Office in the basement of the School of Public Health (Building A);

Lot C expanded hours—The hours of operation of Lot C have been extended to better serve BUMC staff and employees. The lot now is open 24 hours a day on weekdays, from 5 a.m. Monday through midnight on Friday. Between the hours of 8 p.m. and 5 a.m. on weekdays, no cash transactions will be accepted; during this time, only staff and students with parking coupons or prepaid stickers will be allowed to enter.

Lot B prepaid parking—Prepaid parking now is available in Lot B, which is located adjacent to Lot A. The monthly fee is $47.50; payroll deduction applications and stickers are available in Parking Services;

Courtesy parking coupons—Those departments that would like to offer courtesy parking in Lot A or Lot C to visitors and guests are asked to complete a "Request for Courtesy Parking Coupon" form, which can be obtained from Parking Services.

Attendants in the lots will accept a coupon as payment for up to one day's parking; upon entering the lot, the visitor pays a deposit, which is refunded when he or she turns in a coupon from the "host" department. (The department is charged $3 for each coupon issued). Coupons are not valid for use by BUMC faculty, staff or students.

A reminder about special-events parking

Although there are sufficient parking spaces and staffing available to meet the BUMC community's daily needs, Parking Services also can respond to the increased parking needs created by special events held at the Medical Center, such as meetings, open houses, conferences and examinations.

The Office of Parking Services should be informed well in advance of any such event (day, weekend or evening) so that parking arrangements can be made, particularly if parking for 10 or more cars is required. Parking is not available for weekend events if arrangements are not made in advance. For information about coupons or any of the Office's services, please call x4569.

Employees asked to help conserve energy through simple measures year-round

In order to minimize the chances of power outages occurring during winter and summer peak-useage periods, Boston Edison in the past has asked that UH and other local businesses try to reduce their energy consumption. According to Jack Della, energy manager for the University Hospital, employees significantly can help the Hospital to reduce its utility bills by observing some simple energy conservation measures year-round, not just during special "energy crunch" periods.

The Hospital pays approximately $3 million each year in total utility costs, with electricity costs exceeding $1.6 million annually. A reduction in these costs of five percent or more, notes Della, would result in substantial savings for the Hospital. He offers a few suggestions of ways in which we all can help to cut down the Hospital's utility expenses:

• When leaving your office or work area, shut off the lights and air conditioner or fan;
• Shut off the lights in any office that is not being used;
• Promptly report any heating or plumbing problems in your department to the Control Center at x4144.

If you would like to suggest additional ways of reducing electrical and utility consumption, call Della at x8833.

New dining facility to open Feb. 29 in Doctors Office Building

Elaine's Cafe, the Hospital's newest dining facility, will open Monday, Feb. 29, on the first floor of the Doctors Office Building. The restaurant—formerly the Lemon Tree Cafe—will feature a new look and an updated menu, according to owner Elaine Podrachdik, who also runs the Hospital's gift shops.

The menu will feature home-baked muffins, fresh-ground coffee and other breakfast goods, as well as soups, deli sandwiches, salads and desserts, all available for take-out. The Cafe will be open Monday through Friday, from 6:30 a.m. to 3:30 p.m.

Special F-1 cafeteria menu celebrates Black History Month

In recognition of February as Black History Month, a special menu will be offered in the F-1 Cafeteria for lunch and dinner on Monday, Feb. 18. According to Terristine Simmons, assistant director of Food Services, the menu will feature chicken gumbo soup, barbecued spare ribs, fried chicken, collard greens with ham hocks, black-eyed peas, corn muffins, candied yams, and sweet potato and pecan pies.

Communications training now available for supervisors on day, evening and night shifts

The Office of Training and Development will offer a series starting this month entitled "Communicating Excellence" for supervisors on all day, evening and night shifts. The series, which will focus on specific supervisory situations that require effective communication, was designed in response to interviews with 50 UH supervisors, managers and directors.

According to Training Manager Lynn Gaertner, who will facilitate the workshops, the series will utilize videotapes, role-playing and discussion to illustrate a variety of situations, from disciplinary discussions to staff meetings. In order to enhance communication between supervisors and staff, similar training will be offered in the spring for nonsupervisory staff.

Day-shift training will be held Wednesdays, 8:30 a.m. to 12:30 p.m., on Feb. 24, March 2, 16 and 30; evening- and night-shift workshops will be held Mondays from 8 to 11 p.m. and midnight to 3 a.m. on Feb. 29, March 14 and 28, and April 11.

Additional supervisory training workshops include:

"Dealing with Difficult Encounters: Handling Employee and Customer Complaints and Emotional Situations," which will be held from 8 a.m. to noon on Tuesday, March 8; "Effective Writing for Managers and Supervisors," to be held from 8:30 a.m. to noon on April 6, 7, 13 and 14; and "Interviewing Techniques and Strategies," which will be presented by Vice President of Human Resources Susan Hancock and Employment Manager Tina Lawson on May 9 from 8:30 to 10 a.m.

For information about any of these programs, call Training Assistant Phyllis Thibodeaux at x8576.

Classified

Volunteers sought for sleep studies: The Brigham & Women's Hospital Neuroendocrinology Laboratory seeks healthy female volunteers, ages 18 to 35, for a study on the effects of monthly variations in female hormones on sleep/wake cycles and other biological rhythms. Four day, in-hospital study. Volunteers can earn between $280 and $610. Call Karen at 732-4311.

Designs by Gladwyn: Have a special outfit in mind? Be unique—have it made to your liking, by Designs by Gladwyn. Evenings, call Gladwyn at 256-4554, or Aida at 782-2350.