Volume 6 | June 2020



Monthly News & Updates

Nursing Assistants Week June 18th-24th



Remember, you are never only a CNA/STNA You're the ones who wash and dress the residents for the day. You're the ones who take the time to listen to them speak You listen about their lifetime, in a forty hour week. You also give your hands to hold, when someone is feeling scared. It's not easy being elderly or sick, you are never quite prepared. You take the time to listen, by lending both of your ears. You listen to their worries, or how they've spent their years. Your arms were made to reach, and even wrap around to give your residents hugs when they are feeling a little down. You help your residents do the things they once did on their own. Everybody needs some help, even when we are grown. So remember, you are never just a CNA/STNA, You do your best to meet their needs within your working day. You try to keep them comfortable and free of any fear. You sit along beside them, when that time is near. You hold their hand; stroke their hair, just making sure they know they're not alone, an aide is there, it's okay for them to go. To all of you nursing assistants keep your head held high, You are not just an aide, you are ANGELS IN DISGUISE! - unknown

Job Opportunities

STNA's needed! We have increased our **PAY RATES** for Second Shift! Call us or check them out on the Alto APP.

LPN's: We have **CONTRACTS** available in Cincinnati and in Dayton.

Job Seekers, Click Here!

Employee Information

The Alto App



Please use the ALTO APP to clock in and out of your shifts. NOT using the APP will delay your payroll being processed in a timely manner.

The following benefits with the Alto App:

- See open shifts
- Clock in and out right from your phone
- Receive notifications of last minute needs
- Send us all of your documents through the mobile app

Please contact your recruiter with any app questions.

If you need help clocking in or out for a shift, please call our office and speak to one of our staffing coordinators.

Visit the Employee Portal if You Need:

- To keep up your credentials
- The Alto Rewards link
- The Gym Reimbursement form
- Rewards Program

Click on the Employee Portal link.

We Offer a REFERRAL BONUS!

Refer our next new employee and you will receive \$200!!!

Go to the Employee Portal on our website and fill out the referral form. Turn the form in to your recruiter and once they've worked 200 hours you will receive a check from us!



Everyone will receive an email directly from Heartland to create an Employee Self-Service Account. *If you have not received this email yet, please call our office.*

Every Friday you will receive an email that you were paid! There will be a direct link in the email to view your pay stub.

Self Service Account set up instructions:

Desktop Self Service Instructions Mobile Self Service Instructions

Client Code: 0200BCCS

You are now able to make changes to your Name/Address, Taxes and Direct Deposit directly through Heartland. Follow the instructions below.

Click Here to View Desktop Site Enhanced Self-Service Instructions

Click Here to View Mobile Site Enhanced Self-Service Instructions

COVID-19 Updates



We Have KN95 Masks

We are able to give out 2 masks per employee who is actively working.

You do have to be present to pick them up, so please stop by our Dayton office. If you are unable to pick up the masks, please contact your recruiter directly.

Social Distancing

- Stay at least 6 feet apart from other people
- Do not gather in large groups
- Stay out of crowded places and avoid mass gatherings

Face Coverings and Masks

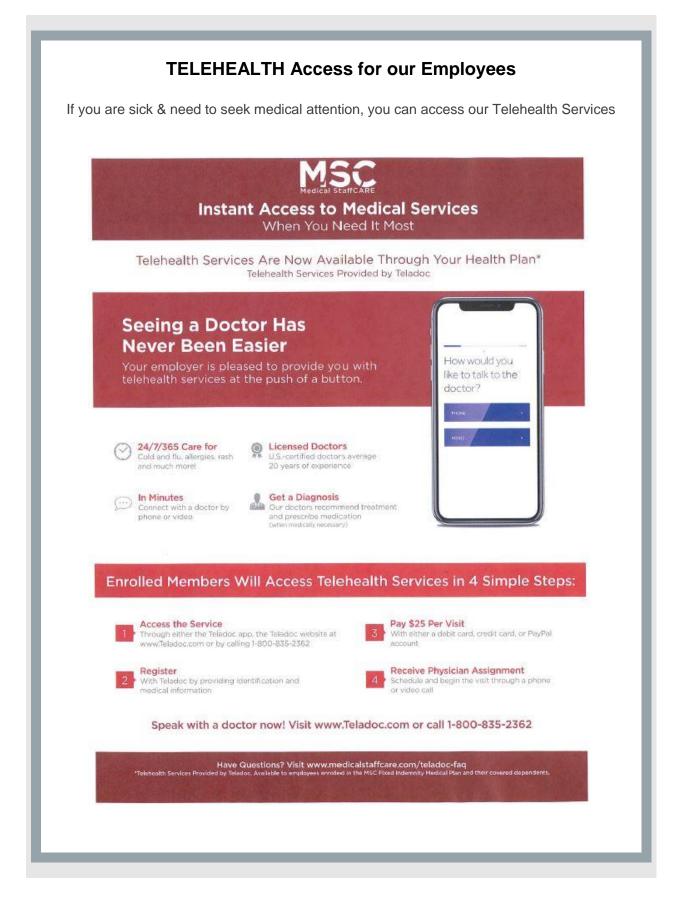
- Face coverings may slow the spread of the virus
- Wash your hands before putting on your face covering
- Put it over your nose and mouth and secure it under your chin
- Make sure you can breath easily
- Wear when you are sick

When to Wear Gloves

- When cleaning and disinfecting your home
- When caring for someone who is sick
- Gloves are not necessary when outside the home, they may still lead to the spread of germs
- Regularly wash your hands with soap and water for 20 seconds
- Use Hand sanitizer
- Glove use in healthcare differs for the general public

What to Do if You are Sick

- Stay home from work and school
- Take care of yourself
- Stay in touch with your doctor
- Avoid public places
- Separate yourself from other people
- Monitor your symptoms
- Cover your coughs and sneezes
- Clean your hands often
- Clean all "high-touch" surfaces everyday



June Celebrations!!!

Happy Birthday!

Angaleik C., James E., Malika M., Nicole G., Alana W., Riann A., Natalie A., Lashelle M., Daniell B., Chaton P., Domonique C., Marissa M., Brittney N., Gladys S., Carlissa G., Hunter B., Jessica G., Hunter B., Jessica G., Ebony S., Roberta M., Kylee M., Andrieka G., Tomika P., Traina H., Katherine N., Angeliena D.,

Happy Anniversary!

Ericca P. 8 years, Sokha M. 5 years, Ellen L. 5 years, Stacey T. 4 years, Jennifer R. 4 years LaQuisha J. 4 years, LaNae W. 4 years, Theda H. 3 years, Yolanda M. 3 years, Quinnecia M. 1 year



Upcoming Holidays

June 21st - Father's Day July 3rd - Office Closed (Independence Day Observed) July 4th - Independence Day

Visit Our Website