



# Public Authority Newsletter

Quality Service = Quality Care

## Message from the Executive Director

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Greetings IHSS Individual Providers and Consumers,

The IHSS program was created in the 70's to allow the elderly and persons with disabilities to live in their homes rather than in an institution. The program relies on caregivers, called individual providers or IPs, to ensure that this happens. In San Diego, there are about 24,000 individual providers caring for over 28,000 consumers. That's a lot of people! The IPs perform many tasks, including personal care and domestic tasks in the home. Their work is very important for the success of the program.

To recognize the IPs, the Public Authority is hosting our 14<sup>th</sup> annual Provider Appreciation Day on Nov. 14<sup>th</sup> at the Balboa Park Club. As always, there will be speakers, resource tables, and lunch provided. Visit our website for more information: [www.sdihsspa.com](http://www.sdihsspa.com).



See you there!

*Vickie Molzen*  
Vickie Molzen

**Provider  
Appreciation  
Day**  
**November 14**

## Mensaje de la Directora Ejecutiva

Saludos a los Proveedores Y Clientes de IHSS,  
El Programa de Servicios de Apoyo en el Hogar (IHSS por sus siglas en Ingles), fue creado en los años 70 con el fin de permitirle a las personas de la 3ra edad y a personas adultas con discapacidad vivir en sus propios hogares sin la necesidad de ingresar a una institución.

Este programa depende mucho de los proveedores individuales, ya que éstos hacen realidad este objetivo. En San Diego, existen aproximadamente 25,000 proveedores al cuidado de más de 28,000 clientes. ¡Esa es una gran cantidad de gente! Estos proveedores desempeñan múltiples labores dentro de los hogares incluyendo el cuidado personal y domestico de cada cliente. Su trabajo es muy importante para el éxito del programa.

En reconocimiento a estos proveedores, Public Authority está organizando (en su décimo cuarto aniversario), el Dia de Reconocimiento al proveedor cuya fecha está programada para el 14 de noviembre en Balboa Park Club. Como es tradición, habrá oradores invitados, mesas con recursos, como también se servirá almuerzo. Visite nuestra página web para más información en: [www.sdihsspa.com](http://www.sdihsspa.com).



Nos vemos allí!

*Vicki Molzen*  
Vicki Molzen

**Free Event!**

# Provider Appreciation Day

**Nov. 14**

**10 am - 3 pm**



**Balboa Park Club  
Ballroom**

2144 Pan American  
Rd W, San Diego CA  
92101

**Free Giveaways for Providers!**

**Event Highlights - Drop in any time:**

**10 am - 3 pm:** Visit Information Tables

**11 am - 12 pm:** Presentation on Mental Health First Aid

**12 pm - 1 pm:** Free Lunch

**1 pm - 2 pm:** Presentation on Resources and Tools for Caregivers

**2 pm - 2:30 pm:** Presentation on Caregiving through the Holidays

**Los invitamos al Día del Aprecio del Proveedor**

Act as if  
what you do  
makes a  
difference.  
It does.

– William  
Jones



## Direct Deposit for Providers

Direct deposit is available to providers. Here are some reasons why you might want to use direct deposit:

- Your IHSS paycheck is deposited directly into your checking or savings account.
- You will avoid U.S. Post Office processing time.
- You won't worry about your paper paycheck being lost or stolen.
- You can enroll 30 days after your first paycheck.

### There are three ways to enroll in direct deposit:

 Log into your Electronic Services Portal at [etimesheets.ihss.ca.gov](https://etimesheets.ihss.ca.gov) and select the Direct Deposit option from the menu.

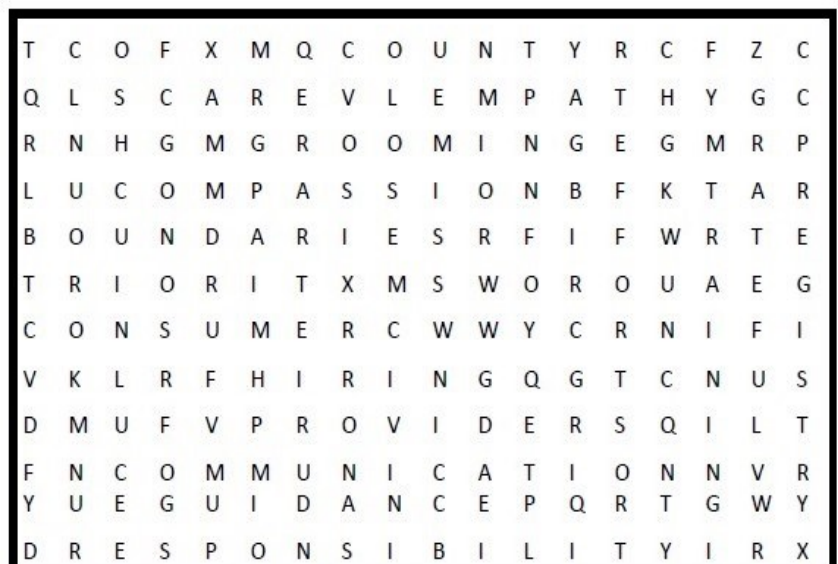
 Visit [cdss.ca.gov](https://cdss.ca.gov), fill out form SOC 829, and mail to the address on the form.

 Call 866-376-7066 option, #2 to request form SOC 829.

## Just for Fun

A Caregiver Word Search: Find the words below in the box. Words can go across or down.

|               |                |
|---------------|----------------|
| Boundaries    | Grateful       |
| Care          | Grooming       |
| Communication | Guidance       |
| Compassion    | Hiring         |
| Consumer      | Provider       |
| County        | Registry       |
| Effort        | Responsibility |
| Empathy       | Training       |



## Depósito Directo para los Proveedores

El depósito directo está disponible para los Proveedores. Las siguientes son algunas de las razones para el uso de depósito directo:

- Su cheque es depositado directamente a su cuenta de cheques o ahorros.
- Se evitará el tiempo de proceso por medio del correo.
- No tendrá que preocuparse por la pérdida o robo de su cheque.
- Puede inscribirse 30 días después de su primer pago.

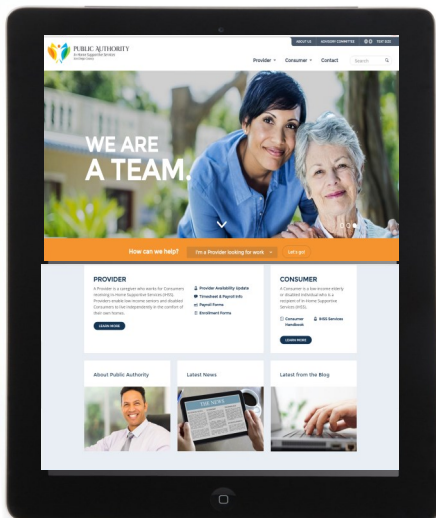
### Existen tres maneras para inscribirse a depósito directo:

 Visite portal en [etimesheets.ihss.ca.gov](https://etimesheets.ihss.ca.gov) y seleccione la opción de Depósito Directo del menú.

 Visite [cdss.ca.gov](https://cdss.ca.gov), llene el formulario SOC 829, y envíelo por correo a la dirección que aparece en el formulario.

 Comuníquese al 866-376-7066 opción #2, y solicite el formulario SOC 829.

## Visit us online/Visite Nuestra Página Web



VISIT

[www.sdihsspa.com](http://www.sdihsspa.com)



Caregivers San Diego -  
Public Authority Registry



Instagram - @CaregiversSD

## Managing Stress

Taking care of consumers can be overwhelming and stressful at times. Learning to manage stress can help you feel calm, peaceful, and in control.

### Ideas for managing stress:

- Get enough sleep
- Limit alcohol and caffeine
- Seek social support
- Make time for hobbies
- Make time for yourself every day
- Exercise regularly
- Keep a stress diary



Stress that is not managed can lead to headaches, sleep issues, trouble thinking clearly, ulcers, allergies, high blood pressure, heart attack, and stroke. When you learn to manage your stress, you may save your life.

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## Money Saving Tips

Want to save money grocery shopping? Use coupons. Here are some tips:



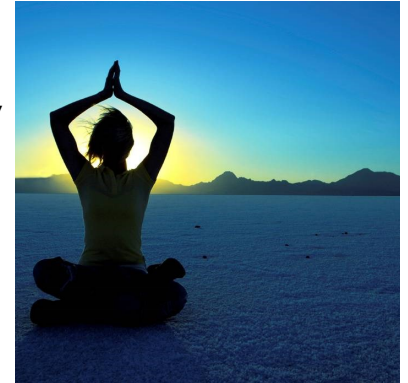
- Buy only what you need, even if you have a coupon for it.
- Remember a generic brand item may be cheaper than a name brand, even with a coupon.
- If you have a high value coupon, wait until that item is further discounted for maximum savings.
- Write to manufacturers of products you love & you're likely to get some coupons of appreciation in return.
- Know the terms and conditions of your coupon before using them.

Life is 10 percent what you make it, and 90 percent how you take it.

– Irving Berlin

## Mindfulness Meditation

Mindfulness meditation practice is simple: sit with good posture, pay attention to the breath, and when your attention wanders, return to paying attention to your breath.



Good posture is important when meditating. Follow the steps below for good posture and ways to meditate (if you have injuries or other physical difficulties, you can modify this to suit your needs):

- 1) Take a seat
- 2) Relax your legs
- 3) Straighten—but don't stiffen— your upper body
- 4) Rest your hands comfortably on your legs
- 5) Drop your chin a little and let your gaze fall gently downward
- 6) Relax for a few moments
- 7) Focus on your breathing
- 9) Practice pausing before making any physical adjustments
- 10) If you find your mind wandering, bring your attention back to your breathing, without judgment or expectation
- 11) When you are done, gently lift your gaze, move your hands and feet slowly, to reengage your mind and body

That's it. It's often said that meditation is simple, but not necessarily easy. You will get better with time. The next time you find yourself in the chaos of life, try to pause and adjust, before reacting to the chaos around you.

More tips on mediation can be found at [mindful.org](http://mindful.org).

## Timesheet Training Classes

- Do you want to know if you qualify for overtime or travel pay?
- Did you receive a violation notice?
- Do you need help filling out your timesheet?



### Public Authority can help!

Timesheet training classes are offered weekly for any provider or consumer who needs one-on-one assistance completing timesheets.

For more information on dates and times of the timesheet training classes, please visit our website [sdihsipa.com](http://sdihsipa.com) or call **866-351-7722**.

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## Paid Sick Leave for Providers

### How can I earn paid sick leave?

After working 100 hours you will have earned eight (8) hours.

### When can I begin using it?

After you work another 200 hours, or after 60 more days have passed.

### How do I use paid sick leave?

Tell your consumer (employer) you will need to use paid sick leave as soon as you know you will need to miss work.

### How do I get paid for my sick leave?

Submit the Provider Paid Sick Leave Request form (SOC 2302) to the state of California as indicated on the form.

For more information call Public Authority at (866) 351-7722 or visit our website at [sdihsipa.com](http://sdihsipa.com).

You never  
lose by  
loving. You  
always lose  
by holding  
back.

- Barbara  
De Angelis

## Clases para el Llenado de Hojas de Tiempo

- ¿Le gustaría saber si es elegible para recibir compensación por horas extra o por transportarse?
- ¿Ha recibido una notificación sobre Infracciones?
- ¿Necita ayuda para el llenado de sus hojas de tiempo?

### **Public Authority le puede ayudar!**

Las clases para el llenado de hojas de tiempo se ofrecen semanalmente para todo aquel Proveedor(a) o Cliente que necesite asistencia individual.

Para mayor información sobre las fechas y horarios para las clases para el llenado de hojas de tiempo, favor de visitar nuestra página Web en [sdihsspa.com](http://sdihsspa.com) o comuníquese al **866-351-7722**.

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## Tiempo pagado de Enfermedad para los Proveedores

### **¿Cómo puedo obtener horas pagadas por enfermedad?**

Después de haber trabajado 100 horas, acumulará ocho (8) horas de enfermedad.

### **¿Cuándo podría usar estas horas?**

Después de haber trabajado otras 200 horas o después de 60 días más.

### **¿Cómo puedo utilizar mi tiempo pagado por enfermedad?**

Notifíquese a su Cliente (empleador) si necesita usar tiempo por enfermedad en cuanto sepa que tendrá que faltar a su trabajo.

### **¿Cómo se me pagará por tomar tiempo de enfermedad?**

Envíe el formulario SOC 2302 Formulario de Solicitud del Proveedor para Pago por Ausencia al estado de California como se indica en el formulario.

Para mayor información comuníquese a Public Authority al (866) 351-7722 o visite nuestra página web en [sdihsspa.com](http://sdihsspa.com).

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## Public Authority Registry Facebook & Instagram

**Facebook:** Visit us on our Facebook page to find:



- Information about the Public Authority Registry
- Tips for improving your provider skills
- Community resources for providers and consumers
- Information about training opportunities

To visit our Public Authority Facebook page, go to [Facebook.com/caregiverssd](https://Facebook.com/caregiverssd)

**Instagram:** Follow our Public Authority Registry Instagram account for similar tips at [instagram.com/caregiverssd](https://instagram.com/caregiverssd)



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## National Caregiver Training Program

This is a **free** 6-session course designed to help IHSS providers acquire caregiving skills needed to perform safe and confident home care. The course is held twice per week for 3 hours. It is open to all IHSS providers. Course instruction includes the following:

- Caring for someone on bed rest
- Personal care
- Infection control
- Fall prevention
- Plus many more helpful topics



Call the Registry at **866-351-7722** if you are interested in participating in this course.

## Facebook e Instagram del Registro de Public Authority



**Facebook:** Visite nuestra página de Facebook para encontrar lo siguiente:

- Información sobre el Registro de Public Authority
- Sugerecias para mejorar sus habilidades como Proveedor
- Recursos en la comunidad para Proveedores y Clientes
- Información sobre oportunidades para entrenamientos

Visite nuestra página de Facebook de Public Authority en:  
[Facebook.com/caregiverssd](https://www.facebook.com/caregiverssd)



**Instagram:** Siga nuestra cuenta de Instagram del Registro de Public Authority para sugerencias similares en: [instagram.com/caregiverssd](https://www.instagram.com/caregiverssd)

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## Programa Nacional de Entrenamiento para Proveedores

Este curso de 6 sesiones es completamente **gratuito** y tiene como propósito ayudar a todo los proveedor es de IHSS adquirir técnicas y habilidades para proveer un cuidado en el hogar con seguridad y confianza. Este curso se ofrecerá un día/semana y está abierto para todo los proveedor es de IHSS. Las clases incluyen lo siguiente:

- Cuidado de una persona en cama
- Cuidado personal
- Control de infección
- Prevención de caídas
- Y más temas

Llama al Registro al **866-351-7722** si le interesa participar en el curso.

## Free Holiday Events Around Town

Every year during the winter holiday season there are many free events that take place all around San Diego.

Enjoy these activities with family and friends to have fun during this time.



- Mother Goose Parade: Largest parade in San Diego, in the El Cajon area - November 18, 2018, 1 p.m.
- Spreckles Organ Pavilion: Organ concert in Balboa Park - Every Sunday, 2 p.m.
- Little Italy's Christmas Tree Lighting Ceremony: Live music, holiday beverages, and festive decorations - December 1, 2018, 4 p.m.
- Oceanside Harbor Parade of Lights - Decorated boat parade - December 8, 2018, 7 p.m.
- SoNo Fest & Chili Cook Off: Free live music and kids' activities - North Park area - December 2, 2018, 11 AM - 5 p.m.
- Balboa Park December Nights: Live music, light displays, dance performances and you can purchase foods from around the world - December 7, 2018, 3 PM - 11 PM & December 8, 2018, 11 AM - 11 p.m.



For more activities visit [sandiego.org/explore/events](https://sandiego.org/explore/events) or just type into any online search tool "free holiday events San Diego."

Laugh, and  
the world  
laughs with  
you.

– William  
Jones



## Healthy Winter Recipes

For those of you looking to eat some healthier food during the winter season, here is a recipe you might enjoy.

### Southwestern Three-Bean & Barley Soup

#### Ingredients:

- 1 tablespoon extra-virgin olive oil
- 1 large onion, diced
- 1 large stalk celery, diced
- 1 large carrot, diced
- 9 cups water
- 4 cups (32-ounce carton) reduced-sodium chicken broth, or vegetable broth
- ½ cup pearl barley
- ⅓ cup dried black beans
- ⅓ cup dried great northern beans
- ⅓ cup dried kidney beans
- 1 tablespoon chili powder
- 1 teaspoon ground cumin
- ½ teaspoon dried oregano
- ¾ teaspoon salt

#### Directions:

Heat oil in a deep pot over medium heat. Add onion, celery, and carrot and cook, stirring occasionally until softened, about 5 minutes. Add water, broth, barley, black beans, great northern beans, kidney beans, chili powder, cumin and oregano.

Bring to a boil over high heat. Reduce heat to maintain a simmer and cook, stirring occasionally, until the beans are tender, 1¾ to 2½ hours (adding more water, ½ cup at a time, if necessary or desired). Season with salt.

**Slow-Cooker Variation:** Use 2 cups water (instead of 9 cups) and combine all ingredients in a 5- to 6-quart slow cooker. Cover and cook until the beans are tender, about 4 hours on high or 7 to 8 hours on low.



Check out the website [eatingwell.com](http://eatingwell.com) for other recipes you may want to try!

## Public Authority Advisory Committee

The primary duty of the Public Authority Advisory Committee is to provide advice and recommendations to the County Board of Supervisors/Public Authority Governing Body, the IHSS program, and Public Authority.

The Public Authority Advisory Committee is a total of 11 voting members which include:

- 6 current or past IHSS consumers
- 3 current or past IHSS providers
- 1 AIS Advisory Council member
- 1 individual from the community with an interest in and involvement in the IHSS/PA programs



The Advisory Committee currently has one opening for an IHSS consumer.

For membership information please contact:

**[Maria.Molina-Melendez@sdcounty.ca.gov](mailto:Maria.Molina-Melendez@sdcounty.ca.gov)**

For information about monthly meetings please contact:

**[Diana.Montellano@sdcounty.ca.gov](mailto:Diana.Montellano@sdcounty.ca.gov)** or visit our website **[www.sdihsspa.com](http://www.sdihsspa.com)**

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## Flu Season Tips

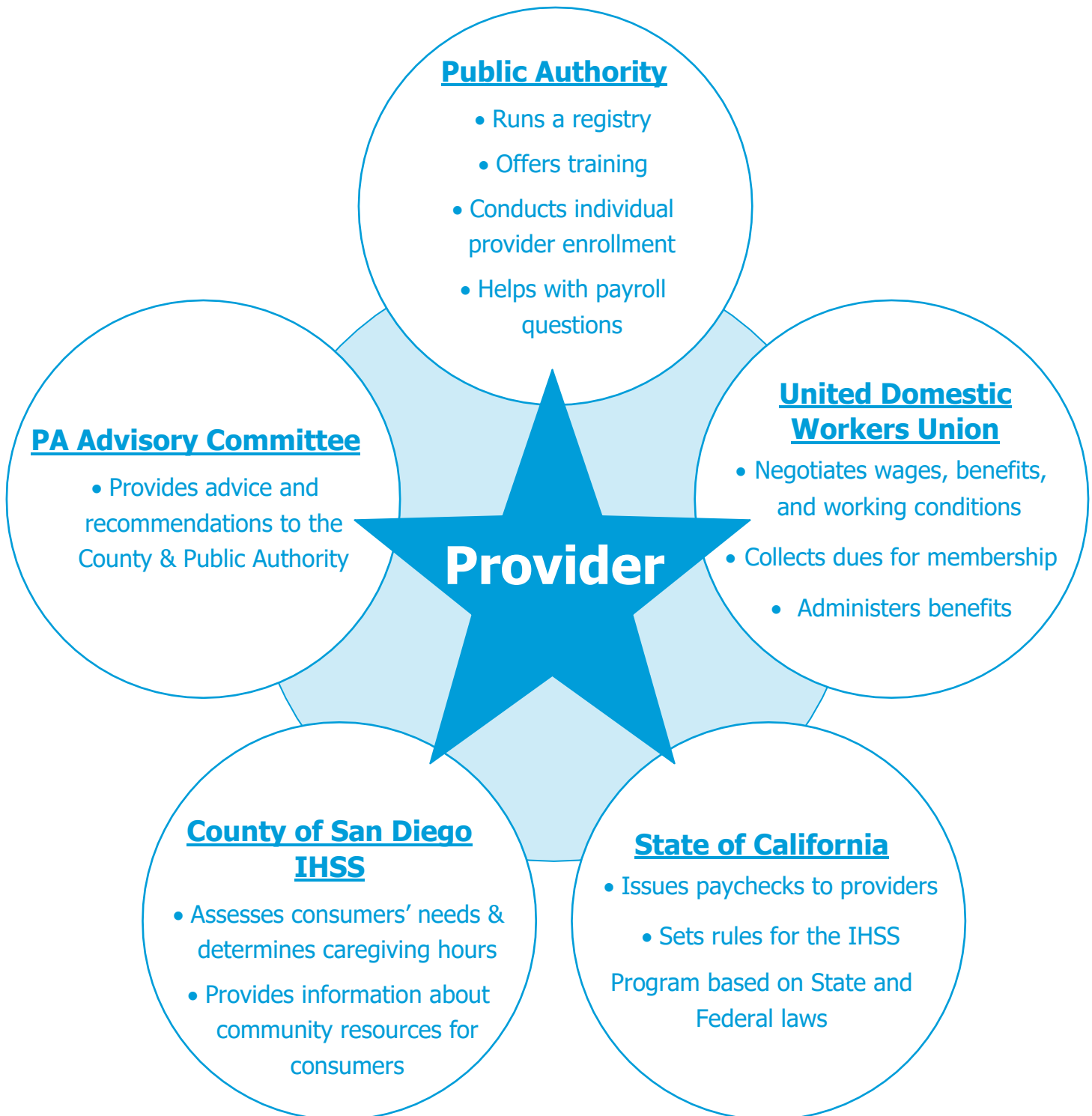
Since fall is the start of flu season, here are some tips to help you protect yourself:

- Check your local pharmacy to see if they offer free flu vaccinations.
- If you have any flu symptoms or if you have a fever, stay at home.
- Make sure to wash your hands or use hand sanitizer.
- Cover your mouth when coughing or sneezing.
- Eat fruits high in Vitamin C.



## Helpful Resources

The diagram below illustrates the relationship between the provider and the agencies assisting the provider and consumer:





## PUBLIC AUTHORITY

*In-Home Supportive Services*  
San Diego County

401 Mile of Cars Way Ste. 200  
National City, CA 91950

Presorted Standard  
U.S. Postage  
PAID  
San Diego, CA  
Permit No. 571

## Important phone numbers

|                                   |              |
|-----------------------------------|--------------|
| Public Authority Phone #          | 866-351-7722 |
| IHSS/AIS Call Center              | 800-510-2020 |
| United Domestic Workers           | 800-621-5016 |
| Provider Health Benifits          | 800-883-0902 |
| Employment Development Department | 800-300-5616 |
| Direct Deposit & E-timesheets     | 866-376-7066 |
| State Disability                  | 800-480-3287 |