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Bravo! Awards this Quarter

Massive congratulations to the following staff for being nominated and receiving the Bravo Award for this quarter. All staff members have demonstrated the following signature behaviours of MHA Care and being valued employees.

Consistent nomination themes this quarter were; their level of professionalism, work ethic and their outstanding customer service. Well done ladies! We hope you enjoy your \$100 voucher and treat yourselves!

Paula Pavlousky, Nicole Potter, Susan Ryswick, and Jo Cornish



Please include last names when making nominations. Otherwise we cannot be sure which team the nominee is from, which unfortunately means we can't include the nomination. Thank you.

2018 MHA Care Staff Christmas Party!

All staff, partners & board members are invited to join us for dinner, dessert & a mingle.... Music will be provided by DJ - David Jefferies, so come along and join in the festivities! We hope to see you there!

When:

Friday

14th

December

7:00 pm

To be held at:

MONCHINO Wines

70 Berrys Rd, Katunga VIC 3640

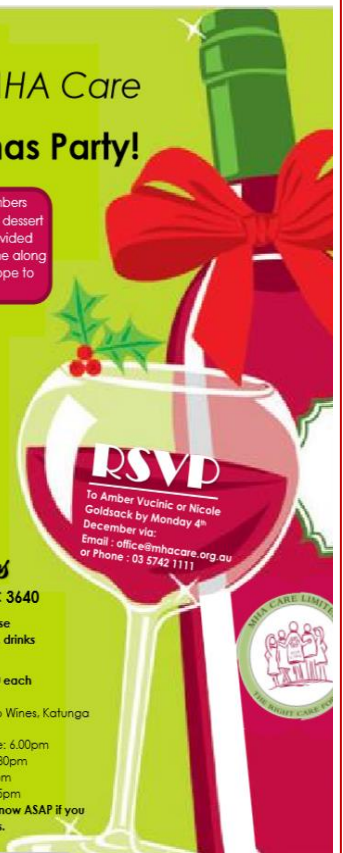
Staff will be provided with a 2 course buffet style meal plus tea & coffee, drinks may be purchased at bar prices.

*Partners welcome at a cost of \$50 each

Bus transport to and from Monichino Wines, Katunga will be provided:

- > Yarrawonga MHA Care Office: 6.00pm
- > Cobram MHA Care Office: 6.30pm
- > Nathalia Senior Citizens: 6.15pm
- > Numurkah Senior Citizens: 6.45pm

Places are limited so please let us know ASAP if you would like to book a seat on the bus.



Relay for Life - They did it!!

The Relay for Life was held on the 10 & 11TH November. Our amazing team completed 310 laps in 18 hours. The total fundraising tally was \$4200.05. What an incredible achievement!!

This years walkers were; Jo, Carolyn, Gary, Riley, Conner, Leanne, Kerri and Kylie. Check out the next page and MHA Care facebook page for more photos of the day.

Policies and Procedures recently updated

We have been busy updating Policies and Procedures over the past few months.

Please see the below list of new and recently updated Policy and Procedure documents:

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Please see the below list of new and recently updated Policy and Procedure documents:

Service Access Policy and Procedures

Business Continuity Plan

Debt Collection Policy & Procedures

Leave Policy and Procedures

Instrument of Delegation

Smoke Free Workplace

Social Media Policy and Procedures

Time In Lieu

Please ensure that you read any of the above Policies and Procedures that are relevant to your role.

All Policies and Procedures are available on the Employee Services Portal (ESP).

Education on any mandatory Policies and Procedures will be provided at upcoming staff meetings.

If you have any queries in relation to this please speak with your Coordinator or Manager

Recruitment Update

We are currently recruiting for multiple permanent part time and casual Community Care Workers for all four teams. If you know of anyone suitable, please direct them to the "Work with Us" page on the MHA Care website to apply.

In the past month we have filled the following positions; Community Care Worker Cobram and Numurkah, Moira FoodShare Coordinator, Yarrawonga Community Opp Shop Coordinator and Opp Shop Assistant.

For October and November we have welcomed onboard, Fiona Noonan (CCW Cobram), Ash Porter (CCW Numurkah), and farewelled Kara Vikstrom (CCW Cobram), and Maizie Willmott (CCW Nathalia).

Relay for Life 2018 Photos –



CONGRATULATIONS to Jackie Stott who now holds a Bus License. Good work Jackie!

