

Westways Staff News

WESTWAYS STAFFING SERVICES, INC.



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Importance of Teamwork

Courtesy of articlesbase.com



When it comes to the use of teams in the workplace, there is so much more to it than tossing a group together and telling them to get to work. There are a number of ways to build your team up to be an effective tool for your cause. You should always begin with looking at teamwork itself and the importance of it to each individual as well as the whole team. The importance of teamwork is not something that you should assume is known and understood by everyone. Many people start out in jobs that do not rely on the use of teams. And every team functions differently.

Perhaps the most obvious reason for using teams is because it enables you to do so much more. It is important because it effectively accomplishes something that never would have been possible for just one person to do. No task is too small when you have a team that is willing to go the distance to move mountains and achieve nothing less than success. Doing more than one person could do alone is a large part of the importance of using teamwork in the workplace.

Putting aside personal issues and opinions is often necessary for those that work within a team. We do not all view everything the same way. Opinions are likely to differ and personal issues can arise. The importance of teamwork means being able to set those things aside while focusing on the greater good. When bigger things are at stake, your team needs to understand what is important and do all that they can to obtain that outcome.

The creation of something out of nothing is one of the most important aspects of teamwork. It is very empowering for a team to discover that they have achieved something that never would have been possible otherwise. Once a team becomes empowered, they tend to grow in both confidence and skill. A team that understands the importance of what they do will be much more effective in doing it.

Problem solving and idea building is often a necessary expectation of most teams. Quite often there are issues that need to be addressed and it is up to teams to work together in reaching a realistic outcome that everybody can live with. Idea sharing is always better with multiple people to contribute. Not only does everybody have their own ideas but they also tend to build off one another. Some companies have teams that focus solely on problem analysis and solving.

Teamwork can be all the difference in paving the way towards a strong future. Everyone wants their team to be the best that it possibly can be. Understanding the importance of teamwork is vital for moving ahead in a very competitive business world. This is something that should be part of team meetings and team building events. Discuss how your team feels about teamwork and what it means to team members as individuals. Establishing the importance of teamwork is vital to ensuring that it works for your place of business.



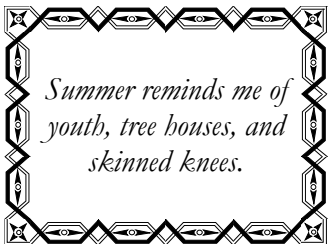


Harold's Corner

*Harold Sterling is the President/Chief Executive Officer for Westways Staffing Services.

Summer reminds me of youth, tree houses, and skinned knees. After all, not many kids I knew made it through a summer's worth of activities without at least one bump or bruise. Nothing could ease life's little ups and downs better than the sanctuary of the backyard tree house, or maybe your "place" was a fort made out of sheets, blankets and pillows. Whatever the construction, the "club" was a gathering spot for best friends who had their own special traditions and rituals.

It seemed like personal time was all we had. Now, as we have grown, we devote 56 hours a week to work, including commuting; 70 hours to sleeping, eating, and other personal care; and 42 hours to leisure activities, of which 16 hours are spent socializing with friends and family. WOW, that's not much personal time.



This is just a reminder for all of us working so hard for a living. Summer is the time for vacations and personal time. Remember, when constructing your "tree house," the width of life is as important as the length.

Finally, you have to have fun. You need to branch out to truly blossom.



From D.O.nna

*Donna Couturié is the Director of Clinical Operations for Westways Staffing Services.

WHEN THE HOSPITAL SAYS DO NOT SEND BACK

No nurse likes to be told she has been made a DO NOT RETURN to a facility. Agency nurses need to be clinically competent, team players, and up beat ambassadors for themselves and their registry. DO NOT SENDS are usually subjective in nature. However, there are things registry nurses can do to avoid being made a DO NOT SEND.

1. Being on time for the shift is of the utmost importance and if this is the first time at a new hospital, arrive early.
2. Show initiative. Find the charge nurse and introduce yourself, ask to be shown around, and inquire who your resource person will be for the shift.
3. Take a detailed report. Ask questions and always take the time to review your patients' charts.
4. Avoid handling personal business during the shift. DO NOT USE YOUR CELL PHONE WHILE ON DUTY! Quick calls while on break or lunch are permitted but be sure to be outside the hospital.
5. Hospital computers are used for hospital business only.
6. Please respect all of our facilities' policies and procedures, without complaint or argument.
7. Ask the charge nurse or your resource person to audit your charting a few hours before the end of a shift.

This assures that nothing is missing and all forms are complete for the next shift.

8. Practice excellent customer service. Customer service extends further than our patients and their families; it includes every person we come into contact with while working.

Remember, you are representing not only yourself but Westways Staffing Services, Inc.

If you encounter a problem while on duty that you feel uncomfortable handling alone, do not hesitate to contact Westways immediately for assistance, no matter what time of day or night it is.

Remember you are representing not only yourself but Westways Staffing Services, Inc.

Inexpensive Summer Activities

Courtesy of moneysmartlife.com

Want to have fun this summer but you really don't have much money? Don't worry; here are some low cost options for having fun without going broke this summer.



1. **Spend the day relaxing at the beach.** Plain and simple. Don't forget your sun block.

2. **Go hiking.** For those of you that like a little more adventure than beach lounging you can try out going for a hike. Even if you're in the city there's usually a big park where you can get out and tromp around. Not only is it free, it's good exercise.



3. **Sporting events.** I'm not talking about ridiculously overpriced professional sports. I'm referring to those competitive games that are played at a local park that you could watch for free. I personally have the honor of watching my younger brother play soccer in a highly competitive league. It may not be a Manchester United game but the spectators still get a bit wild and out of control with enthusiasm.

4. **Free concerts.** I doubt you will catch any big name artists but there are always free concerts of small local bands going on during summer nights. Plus you never know, the band may end up being the next Rolling Stones and you were there to see them at the beginning.

5. **CitySearch.** If you're really itching to get out on the town but have to make your dollars go a long way, visit CitySearch to find free events in your city.



myStaff

Name: Maridel Nebres

Branch: Orange

What's Maridel's job?
Director, International Business Services

About Maridel:
Enjoys reading books, cooking Filipino dishes, going out with family and friends to dinner, being outdoors playing lawn tennis, biking, hiking, and traveling to new places of interest. Maridel also holds a Bachelor's degree in Statistics as well as a Master's degree in Business Administration.



I wonder what it
would be like to
live in a world
where it was
always June.
-- L. M. Montgomery

Banish a Bad Mood in 15 Minutes

By Lisa Ann Smith/realsimple.com

Pull yourself out of a funk, pronto, with these 3 surprisingly simple steps.

Decode Your Mood

Ask yourself these key questions to figure out what's wrong.

What's really bugging me? You're irritable and sad, but you're not sure why. "Think about what happened earlier in the day or in the week," says Larina Kase, author of *Anxious 9 to 5: How to Beat Worry, Stop Second Guessing Yourself, and Work with Confidence* (New Harbinger, \$15, barnesandnoble.com). "Keep going back until you hit on the most upsetting thing, something that resonates with you." This will help you address the underlying problem rather than just focusing on the latest snafu in your life.

Am I avoiding something? It's easier to pin your bad mood on stalled traffic than on, say, your stalled romantic life. If you still don't feel that you've arrived at the root problem, ask yourself if there's something big going on that you're unwilling to address. Is there someone—your new love, for instance, or your best friend—whom you're reluctant to show anger toward? Is there a nagging problem that has been building for months that you've been hoping would simply go away? Merely acknowledging the bigger issue will take some pressure off.

Could it be more than one thing? Say you had a bad fight with your sister. It might be a simple case of cause and effect: You argued, and now you're angry. But the fight might have been aggravated by a problem you're dealing with at work or compounded by the fact that your father is sick. In those instances, you might be angry but also feel sad or hopeless. It's common to have multiple emotions cropping up at the same time. When you have two or more pressing problems bringing you down, try to address them one by one.

Calm Down

Start by taking a few deep breaths to get your emotions under control. Then choose one or more of the following techniques to help clear your mind.

Focus on breathing. Take 10 deep breaths. Breathing may help restore the balance between the parasympathetic (or restorative) and sympathetic (fight-or-flight) nervous systems, buffering your body's natural reaction to stressful situations, says Brian Knutson, an assistant professor of psychology and neuroscience at Stanford University.

Make a pie chart. Draw a circle and create slices of a pie chart to represent all the things that are upsetting you, suggests Kase. Include everything you can think of, even if it's as mundane as the nonstop rain outside. The act of presenting your concerns visually clarifies things, she says, making the problems easier to identify and therefore to manage.

Find a quiet place. "Ideally, go someplace where you can have privacy to shut down the stimulation to your brain," says Pierce Howard, a cognitive psychologist in Charlotte, North Carolina, and the author of *The Owner's Manual for the Brain* (National Book Network, \$40, barnesandnoble.com). If you're at a busy place, like your office or a restaurant, he suggests, head to the bathroom and take a few minutes for yourself. If you're at home, go to your bedroom or a place that feels comforting.

Distract yourself. Read a favorite funny website, play with your dog, fold laundry, or wash dishes for a few minutes. "Diversions allow your emotions to calm down," says Peter Ubel, a professor of medicine and psychology at the University of Michigan, Ann Arbor. "And because your brain keeps processing the problem even when you're not consciously thinking about it, you'll be better able to deal with the issue once you return to it."

Get some exercise. If possible, go out for a brisk walk, or do some yoga poses. "Just 10 minutes of an active and distracting activity breaks the flow of rumination and lifts people's moods," says Susan Nolen-Hoeksema, a professor of psychology at Yale University and the author of *Eating, Drinking, Overthinking* (Henry Holt, \$24). "This leads them to think more clearly."

Blow off steam. Call a patient friend. Be sure to tell her you're not trying to fix anything—you just want a listener. "Talking through your concerns makes them seem more manageable," says Kase. "But once you've vented, it's important to let it go."

Create a Strategy

The tips below will help you fix the situation that caused your bad mood. Do all three in sequence. If you're still in a funk, consider making an appointment with a therapist.

Talk to a problem-solver. "People often think they should be able to handle problems on their own, and they don't want to burden others," says Kase. "But it's easier to strategize with support." Discuss things you can do to feel better as well as fix the problem.

Make a list. It should include things that will make you feel better, like sending flowers to your husband, calling Dad's doctor to discuss his progress, or going to the gym at lunchtime. "Lists force you to structure your concerns and help you move into problem-solving mode," says Nolen-Hoeksema. Number the items in the order that you want to accomplish them.

Visualize your ideal. Take a few minutes to close your eyes and picture what you want in the moment, as if it's actually happening. This visualization technique is "basically a form of rehearsal," says Howard. For instance, after you and your sister argue, imagine the two of you having a great time over dinner at your favorite restaurant. The memories of the fight will be replaced by a positive picture of harmony and fun.

Westways Nurse Week Parties



Party



Summer Word Search

Y P K K J Y F O D W S W K E X Z J L D W
 C I E Y C T U Y S R E E Z E E R B A M W
 E T F U L H P S E D S U S N D E P I G Z
 A S P O C R E G C R S W Q S N U R E R U
 O N U I T U R K I C E C R E A M W P R Z
 F G V N C U S R A O R M M L B L T A E H
 U S A U B N P H U T A O M U X R G F D T
 K P C M Q U I A Y L U J L U E N A N N D
 T X A U I P R C I N G S E E S D B B U S
 G H T F O I A N T U U W M Z B E A C H S
 D K I Y G L T A U F S I O M K J J H T I
 G P O L O T I O N T T M N V L W Y L S Z
 G X N G R N O G O Q N M A K V C J Z P Z
 B A U V S D N R H U M I D I T Y N U H L
 F J G L P L M A Y T G N E N U J A O W J
 Y M K M H S S R O O N G L V G J T W Q W
 J F C W R U Y N D Q A I O O S D N Q U E
 E G B G J N C Y S Q Q E N C O J U T N S
 X X R O I N C G E Z O T Q G E P S X L E
 X L O A M S U L W Y D X S S Y K T K J R



August
 barbeque
 beach
 breeze
 fan
 fun
 hamburgers
 heat
 hotdogs
 humidity

ice cream
 July
 June
 lemonade
 lightning
 lotion
 mountains
 perspiration
 picnic
 pool

reruns
 shade
 storms
 summer
 sunburn
 sunglasses
 suntan
 swimming
 thunder
 vacation

*Be like the flower; turn your face to the sun.
 -- Kahlil Gibran*



Nurse of the Month



Orange - Yunhee P.

Los Angeles - Joanna D.

Long Beach - Michael G.

San Diego - Caroline T.

San Bernardino - Awni D.

Bakersfield - Nicole L.

Las Vegas, NV - Ken C.

Albuquerque, NM - Linda L.

Phoenix, AZ - Scott G.

Austin, TX - Jessica H.



JUNE BIRTHDAY LIST



ADJOA W.

AMIE A.

ANAHD A.

ANITA P.

AVELINO A.

AWNI D.

CHELITHA L.

CHRISTINE B.

CORA Y.

CYNTHIA H.

DORA F.

EDWARD S.

ERNEST S.

FERNANDO V.

FLORESA C.

GINA R.

GLORIA B.

JANICE Y.

JEANETTE J.

JEANNE N.

JENIFER H.

JENNET S.

JENNIFER T.

JOCELYN R.

JOSEPH S.

JOY L.

JUI-MAN H.

KATHLEEN K.

KIMBERLY H.

KRISTA B.

LINDA F.

MARC W.

MARCELA R.

MARGARET N.

MARIA M.

MARICARD.

MARLENE C.

MARY O.

MATEO O.

NALO H.

NAOMI O.

NATALI N.

NELLY M.

NEVAJANE S.

NOREEN C.

PAUL O.

RAQUEL F.

ROBIN S.

ROSHEILA L.

SANDY S.

SHERWIN S.

SHU-FEN H.

SONJA L.

SUNNY S.

TIMOTHY A.

VERONIQUE L.

VICTORIA P.

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Westways Staff News

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