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HORIZON BULLETIN

COVID-19

[GNB News Release from Oct. 6](#)

Two new cases / Outbreak at special-care home in Moncton

Public Health is reporting two new cases of COVID-19 today in Zone 1 (Moncton region) and declaring an outbreak at a special-care home in Moncton.

The new cases are:

- an individual between 70 and 79; and
- an individual between 80 and 89.

Both cases are linked to Notre-Dame Manor, a special-care home in Moncton which has 112 residents and 56 employees. Public Health started an investigation last night, sending additional staff and resources to the facility. They started contact tracing and rapid testing of the facility's residents and staff earlier today. All admissions and visits to the manor are on hold until further notice. All other facilities are to follow current public health guidance under yellow phase unless otherwise directed.

Click [here](#) for more information.

[Moncton area: Self-screening update for Moncton staff and physicians](#)

As a result of a new COVID-19 case in one of our facilities, all Horizon employees and physicians entering a Horizon facility in the Moncton area, must self screen with the following question:

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- Have you visited or had any contact with any resident or staff member from the Notre-Dame Manor in Moncton in the last 14 days?

If you would have answered “Yes” to this question at the start of your current shift or as of now, please immediately contact Employee Health at 1-833-978-2580.

If you have a family member who is a resident at the Manoir de Notre Dame, please notify Employee Health at 1-833-978-2580.

Please see attached updated [self screening questionnaire](#) to be used effective immediately by staff and physicians in the Moncton area.



[Join Horizon’s CEO to discuss strategic plan, elections, and COVID-19](#)

Karen McGrath, president and CEO, will be completing her seventh tour of the organization this fall.

Karen will provide an update on Horizon’s Strategic Plan and discuss key issues impacting health care in New Brunswick, including the outcome of the recent provincial election and a possible second wave of COVID-19.

You are encouraged to send your questions in advance to Karen at President@HorizonNB.ca.

All area staff and physician meetings will be held by Zoom on the following dates and times. Connection details will follow through email. Staff and physicians are encouraged to attend by using a desktop computer, laptop or phone.

Date	Area	Time
Tuesday, Oct. 13	Miramichi	1 to 2 p.m.
Monday, Oct. 26	Saint John	1 to 2 p.m.

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[Indigenous artwork now on display in regional hospitals](#)

Did you know Horizon serves 12 of New Brunswick's 15 Indigenous communities?

In 2019, our Horizon's Indigenous Liaison Committee began working with local Indigenous artists to promote traditional Indigenous health messages within our regional facilities.

The artwork was created by local artists, Pauline Young and Samaqani Cocahq (Natalie Sappier), and is now proudly displayed across the province as we continue to work to create respectful and inclusive health services that support Indigenous culture and values.

Click [here](#) to view the masterpieces.



[Now accepting applications for Vice President, Medical, Academic and Research Affairs](#)

Horizon is currently accepting applications from physicians who hold a regular license from the College of Physicians and Surgeons of New Brunswick or who are eligible to obtain and maintain a regular license from the College of Physicians and Surgeons of New Brunswick for the position of VP, Medical, Academic and Research Affairs.

The VP, Medical, Academic and Research Affairs is a seasoned medical leader who is responsible to Horizon's President and Chief Executive Officer (CEO) to lead an interdisciplinary team that focuses on ethics, research, academics (medical learners) and physician human resources plan. The VP, Medical, Academic and Research Affairs works collaboratively with Horizon's President and CEO, Chief of Staff and is an active, participating member of Horizon's Executive Leadership Team.

As the successful incumbent, you are recognized for your exceptional interpersonal skills and your ability to lead diverse teams to significant accomplishments while enhancing the day-to-day working

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environment. Your written and oral communication skills, combined with your significant understanding of the health care system in New Brunswick, enable you to seek compromise among divergent views.

The successful incumbent will demonstrate a proven ability to develop and maintain strong working relationships with both internal and external stakeholders. In this role, bilingualism in New Brunswick's official languages is considered a strong asset. As a full participating member of the Executive Leadership Team, this broad portfolio is a full-time position that requires extensive travel, primarily within the province of New Brunswick.

If you are interested in further details related to this position, please contact Susan Dickie at Susan.Dickie@HorizonNB.ca.

Applications for this position may be e-mailed to Kerry.Kennedy@HorizonNB.ca on or before end of day on Friday, Oct. 16.



[Nursing professionals registration reminder for 2021](#)

Horizon is committed to the safety of our patients and employees. Registered nurses (RNs), licensed practical nurses (LPNs) and nurse practitioners (NPs) are responsible to complete their annual registration renewal as per [Professional Registration Verification for Registered Nurses and Licensed Practical Nurses Policy](#).

RNs, LPNs and NPs can renew their 2021 registration from now until Nov. 15 by visiting:

- [NANB Registration Renewal for RNs & NPs](#)
- [ABNLPN Registration Renewal for LPNs](#)

All nursing professionals are required to provide proof of their 2021 nursing registration to their manager(s) by Nov. 15, 2020.

New in 2020: all RNs and NPs must complete the mandatory '[NANB Learning Module Jurisprudence](#)'. Nurses are encouraged to enroll in payroll deduction as a method of payment for registration.

CYBERSECURITY

Cybersecurity is more than just avoiding suspicious emails. It's preventing and protecting our people, systems and patients from damaging *cybercrime*.

[Mandatory cybersecurity training coming in November](#)

All Horizon employees play key role in helping to protect our patients and families from cyber threats. So, Horizon is taking several steps to reduce risk of cyber attacks, including **mandatory cybersecurity training starting in November 2020**.

Horizon's goal is to ensure **100 per cent of internal staff and physicians complete the training**.

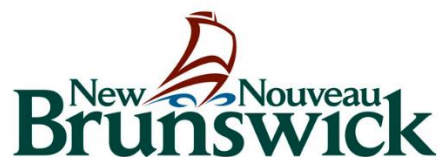
Click [here](#) for more information, and if you have questions about Horizon's cybersecurity, please contact Tim Calvert, a 506-227-1055 or Tim.Calvert@HorizonNB.ca.



[Audio conferencing requests can be made through Bell Self Serve Centre](#)

Effective Nov. 1, all audio-conferencing requests must be processed through the Bell Self Serve Centre – an easy-to-use online portal, available 24/7.

Click [here](#) for more information on Bell Self Serve Centre and how to access it. Any questions or for assistance, please call Bell conferencing team at 1-800-667-3678.



[High-dose influenza vaccine in New Brunswick](#)

The Department of Health is pleased to offer two enhancements to this year's influenza immunization program. A universal vaccine at no cost to everyone in New Brunswick and a High-Dose (TIV) vaccine to our most vulnerable population- residents 65 years and older living in Nursing Homes and Adult Residential Facilities (e.g. special care homes).

Click [here](#) for more information on this.

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Important information from HR operations

Pay stubs:

As a reminder, all employees have a requirement to regularly check their pay stubs to ensure the following items are accurate:

- Hourly rate
- Hours paid
- Deductions are being taken

This is especially important if you have had a change in status (i.e. returned from leave), a type change (i.e. casual to permanent), or have requested a change to your insured benefits or other deductions. The [pay stub](#) is available on Skyline and can be accessed back one year.

Questions related to the number of hours which were paid should be directed to your timekeeper rather than to payroll, as the timekeeper must submit a correction to payroll if there is an error.

If you have questions about your hourly rate, please email PersonnelChangeForms@HorizonNB.ca or call 1-833-918-0142. If you have questions about your deductions, please email Benefit.Officer@horizonnb.ca or call your Benefit Officer at 1-833-522-2111.

Updating personal information:

It is important for you to notify Human Resources of any changes to your contact information, i.e. last name changes, mailing address, email address and telephone number. If you are not sure of the mailing address we have on file for you, please reference your pay stub on Skyline.

The Human Resource and payroll departments use this information to contact you as required, as well as to send necessary documentation, i.e. contacting employees in relation to job postings they have applied to, continuation of benefit packages, etc.

In addition to Human Resources and payroll, the Regional Staff Scheduling Centre's scheduling software is automatically populated with the primary contact information (telephone number) from the Meditech system, therefore it is important to ensure your phone number on file is accurate.

If you need to update your contact information, please include your name, employee number and the required change(s) in an email to HR.Reception@horizonnb.ca and indicate your area in the subject line.

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October is Canada's Healthy Workplace Month - wellness sessions and activity

In support of Employee Health and Wellness, Marilyn Babineau, manager of Workforce Wellness, invites you to participate in October's wellness sessions and activity.

Please visit the [Employee Health and Wellness](#) website to view posters, the October calendar and for further details.

Upcoming monthly wellness sessions:

- Oct. 14 from 12 to 12:30 p.m.: Zoom wellness session entitled *Building resilience: Understanding challenges, learning strategies, and accepting change.*
- Oct. 29 from 12 to 12:30 p.m.: Zoom wellness session *Building Resilience: Understanding challenges, learning strategies, and accepting change.*

**Offered twice to provide employees with date option. Please click [here](#) for Zoom link and how to easily connect.

October activity and recorded session:

Participate in our Healthy Workplace Month activity for a chance to win a wellness prize! Complete the "Mental Wellness Challenge" and please inform Marilyn Babineau at Marilyn.Babineau@HorizonNB.ca by Tuesday, Nov. 10, and your name will be entered for a chance to win a prize.

Be sure to view Marilyn Babineau's recorded session (available Oct. 13) to hear about Canada's Healthy Workplace Month, mental wellness, and our new Employee and Family Assistance Program.

Click [here](#) for more details.



October is Library Month

October is Canadian Library Month! All month long, libraries and library partners across Canada are raising awareness of the valuable role libraries play in Canadians' lives. At Horizon, Library Services works with staff and physicians from all departments to provide evidence-based information, supporting everything from patient care, to policy development, to research in our facilities. While you can still find books, our library staff provide education to the many learners in Horizon, consult and sit on many committees, offer collaborative space, and so much more.

Please take a moment to visit your [Horizon library](#) and see how they can help you find what you are looking for. Also, check out the [Library Month plans](#), including learning sessions, their new newsletter, and a trivia quiz.

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Recognize a Library staff member by sending them a [Bravo!](#) to show your appreciation!



[Fredericton and Upper River Valley area scholarships](#)

Learning Services is pleased to announce the scholarships that are available in Fredericton/Upper River Valley Area this year.

W.R. Duffie Scholarship: A \$1,000 non-renewable scholarship awarded to a civic-minded high school student who plans to study for a health care profession.

Proud to Care: Two \$1,000 non-renewable scholarships awarded to students entering their final year of study, leading to a qualifying license or certification in one of the health care professions.

Eugene Burpee Advancement Scholarship: A \$1,000 non-renewable scholarship awarded to a registered nurse or licensed practical nurse wishing to advance their education.

Eugene Burpee Licensed Practical Nurse Scholarship: A \$1,000 non-renewable scholarship awarded to a student entering or presently enrolled in a recognized program of study.

Eugene Burpee Scholarship: A \$1,000 non-renewable scholarship awarded to a civic minded student enrolled in a recognized program for registered nurses.

Deadline for receipt of applications for all scholarships is May 1, 2021.

Further information and a scholarship brochure (which includes an application form) can be obtained from Barbara Ann Richard in Learning Services at Horizon's Dr Everett Chalmers Regional Hospital by calling 506-452-5291 or by emailing BarbaraAnn.Richard@HorizonNB.ca.



[Fredericton: Eye Bank Technician opportunity](#)

The New Brunswick Organ and Tissue Program (NBOTP) - Ocular Division is looking to grow its team at Horizon's Dr. Everett Chalmers Regional Hospital and Oromocto Public Hospital.

Licensed practical nurses (LPN) are encouraged to apply to become to fulfill casual on-call service, including weekend, evening, and night coverage.

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Successful applicants must be able and willing to attend an initial five-day training and orientation session provided by the NBOTP-Ocular Division and to maintain Eye Bank competencies by attending a yearly session.

Click [here](#) for more information on the essential qualifications, application process, and documents required to apply.