Ben

[**Weekly Relays User Guide**](https://ispace.utmb.edu/xythoswfs/webview/_xy-12470404_1)

**TOPICS LEGEND**

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| C:\Users\krhensle\Desktop\SMALL LOGO (2).jpg | WEEKLY RELAYS | **November 18, 2021** |
| **YOUR DEPARTMENT NEWS** | **UTMB NEWS** |
| New Employee Welcome Message Examples : Welcome To The TeamPlease join us in welcoming Sally Harris to the Office of Educational Affairs!We are so happy she is here!😊 | **NOTICE****Weekly Relay Notes taking a Thanksgiving break:**The Weekly Relay Notes will not be published on Thursday, Nov. 25 due to the Thanksgiving holiday. The next issue will be published on Thursday, Dec. 2. The Relay Notes team wishes everyone a healthy and safe holiday.**COVID-19 UPDATES****Federal vaccine mandate:**A new federal vaccine mandate will apply to all UTMB employees, students, volunteers and contractors. UTMB will be required to establish a process or plan to vaccinate all eligible staff; establish a process or plan for exemptions and accommodations for those who are exempt; and track and document staff vaccinations. Action items related to the mandate include:* Get vaccinated by 11:59 p.m., Dec. 5, or
* Request a medical/religious exemption by Nov. 19, or
* Vaccinated elsewhere? Email scan of CDC card by 11:59 p.m., Dec. 5 and send to:

o   Employee Health: emphlthc@utmb.eduo   Student Health: stdwappt@utmb.eduFor additional information, including recently updated FAQs, visit <https://utmb.us/68i>.**A video message from President Raimer:**Visit <https://vimeo.com/645418746/299f6d75a0> to watch an important video message from UTMB President Dr. Ben Raimer regarding the federal vaccine mandate.**Employee proof of COVID-19 vaccination:**To ensure our records are complete as possible, please email a scan of your COVID-19 Vaccination Record Card to Employee Health at emphlthc@utmb.edu with your employee ID in the subject line if:* You received your vaccine at a place other than UTMB
* You received your vaccine from a UTMB provider other than Employee Health
* You received an email indicating we do not have a COVID-19 vaccination record on file for you

Your action is needed no later than 11:59 p.m., Dec. 5, to ensure compliance with the federal COVID-19 vaccine mandate. |
| OPICSLEGEND |  PATIENT CARE EDUCATION & RESEARCH INSTITUTIONAL SUPPORT CMC |
| **AROUND UTMB** (Use the legend above to quickly find items of interest to your team) |
| **COVID-19 UPDATES (continued)****COVID-19 Clinical Task Force guidelines on holiday gatherings:**As departments and units across UTMB begin to plan holiday celebrations, please be mindful of the current UTMB health and safety protocols. Vaccination, masking and social distancing are still the most effective ways to protect ourselves and those around us during the holidays. Read the updated guidelines at <https://utmb.us/68x>.**Monthly financial update—Results as of Oct. 31:**For the month of October, UTMB’s Adjusted Margin was $8.4 million, which was $2.8 million unfavorable to planned results. Year-to-date, UTMB’s Adjusted Margin was $4.6 million, which was $1.1 million unfavorable to planned results. Thank you for your ongoing efforts to manage expenses and improve the efficiency of our work to ensure the long-term success of UTMB’s mission.**Dr. Martin Luther King, Jr. Community Service Award—Call for nominations:**Nominations are now being accepted for the 2022 Dr. Martin Luther King Jr. Community Service Award. Please consider nominating a UTMB employee or student who has a demonstrated record of promoting diversity, inclusion and civic engagement and has made a profound difference to the university and the greater community. The deadline for nominations is 5 p.m, Jan 4. The award recipient(s) will be formally recognized at the annual MLK award ceremony and luncheon in January. See <https://utmb.us/691> for more information or to submit a nomination.**IN CASE YOU MISSED IT****Nov. 17 episode of Health Care Unmasked featuring President Raimer:**The Nov. 17 Health Care Unmasked featured an interview with UTMB President Dr. Ben Raimer as he discusses his appointment as the leader of UTMB, the challenges of battling COVID-19 and his three decades at UTMB as a student, physician and administrator. Watch the episode on the i45Now Facebook page at <https://www.facebook.com/i45NOW/videos/655749775796584>. **The Joint Commission Question of the Week—Complaints, concerns and grievances:****If a patient or family member has a complaint, concern or grievance, how do I assist them?**Complaints, concerns and grievances are always taken seriously, and an attempt is made to resolve them at the level closest to the patient whenever possible. Patients and families may express concerns to their attending physician or any member of the health care team. To help resolve or investigate patient issues and complaints, patients and families should contact the Department of Patient Services: * Galveston, LCC and CLC: (409) 772-4772
* ADC: (979) 848-9104

Patient and families may also share their concerns with the Texas Department of State Health Services or The Joint Commission. Contact information is provided on the [Department of Patient Services website](https://www.utmb.edu/utmbhealth/support-pages/patient-services-department).  See [IHOP 9.3.5 Patient Grievance Policy](https://www.utmb.edu/policies_and_procedures/IHOP/Clinical/Patient_Rights/IHOP%20-%2009.03.05%20-%20Patient%20Grievance%20Policy.pdf) for additional information. | **Weekly Wellness Tips:**This month’s theme is all about trying new ways to approach life. * Build on new ideas by thinking “Yes, and what if... .”
* Look at life through someone else’s eyes and see their perspective.
* Try a new way to practice self-care and be kind to yourself.
* Connect with someone from a different generation.
* Broaden your perspective: read a different paper, magazine or website.
* Make a meal using a recipe or ingredient you've not tried before.
* Learn a new skill from a friend or share one of yours with them.
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| **DID YOU KNOW?**During Fiscal Year 2021, UTMB’s Environmental Health & Safety (EHS) team responded to 236 requests for emergency response, including 165 fire alarm responses. EHS has a 24/7 emergency on-call program that provides emergency response to all UTMB locations for many types of emergencies including, but not limited to, hazardous material releases, improper waste management and fire incidents. The EHS on-call team is trained and equipped to respond to most types of hazardous materials incidents with the goal to minimize impact to UTMB operations. Learn more about all that EHS does to support the UTMB community in its FY21 Annual Report, which is available online at <https://www.utmb.edu/ehs/ehs-annual-reports>.**Retail food service Thanksgiving holiday hours:**The holiday hours for retail food service vendors are as follows: Monday, Nov. 22 through Sunday, Nov. 28**Galveston**Health Education Center* HEC Grill will be closed

Thursday, Nov. 25 through Sunday, Nov. 28**Galveston**John Sealy Hospital* Sub Connection will be open from 8 a.m. to 8 p.m.
* Café on the Court, Chick-fil-A and Starbucks will be closed.

Jennie Sealy Hospital* Bistro 712 will be open from 6:30 a.m. to 2 p.m.
* Hospital Lobby vending machines will remain open 24/7 with healthy options

Clinical Services Wing (CSW):* Micro Market will be open 24/7

Moody Medical Library:* Starbucks will be closed

**League City Campus*** Cafeteria will be closed Nov. 25 but there will be an employee meal
* Cafeteria will be open Nov. 26 with only the grill in operation
* Vending machines will remain open 24/7

**Angleton Danbury Campus*** On Nov. 25, Bayou Café open for breakfast and employee meal only
* Cafeteria will be open Nov. 26 with only the grill in operation
* Vending machines will remain open 24/7

**Clear Lake Campus*** Starbucks will be closed
* Cafeteria will be closed Nov. 25 (employee meal only) and will return to regular business hours on Nov. 26 with only the grill in operation

Vending machines will remain open 24/7 |