RCIL Receives Grant to Serve Youth

The Resource Center for Independent Living, Inc. (RCIL) received a three-year award from the Walter S. and Evan C. Jones Testamentary Trust, Bank of America, N.A., Trustee, to fund services for youth with disabilities between the ages 14-24 as they transition into adulthood. A Youth Transition Specialist will be hired to serve youth who reside in Lyon County during the first year and then will serve youth in Osage and Coffey County in subsequent years.

Handwashing – It’s Always Been Important

Handwashing has certainly become a hot topic with all of the news about the Coronavirus (COVID-19) but handwashing has always been an important activity in keeping yourself and your loved ones healthy.

The CDC (Center for Disease Control) says you should wash your hands often, especially during key times when you are likely to spread germs. Those include:

- Before, during, and after preparing food
- Before eating food
- Before and after caring for someone who is sick, especially with vomiting or diarrhea

- Before and after treating a cut or wound
- After using the toilet
- After changing diapers or cleaning up someone who has used the toilet
- After blowing your nose, coughing or sneezing
- After touching an animal, animal feed, or animal waste
- After handling pet food or pet treats
- After touching garbage

Washing your hands is easy to do and one of the most effective ways to prevent the spread of germs. Clean hands can stop germs from spread-

Continued on page 3

Continued on page 5
Taking Care of Your Emotional Health

Listening or reading the news about the Coronavirus (COVID-19) on television, online, or social media may be stressful for people. Everyone reacts differently to stressful situations depending on their background and the community they live in. If you are feeling stress about the coronavirus, take the following steps below and it will help you reduce stress in yourself and others. You can also find these steps on the Center for Disease Control (CDC) website.

- **Take care of your body**—Try to eat healthy well-balanced meals, exercise regularly, and get plenty of sleep. Avoid alcohol, tobacco, and other drugs.

- **Connect with others**—Share your concerns and how you are feeling with a friend or family member. Maintain healthy relationships and build a strong support system.

- **Take breaks**—Make time to unwind and remind yourself that strong feelings will fade. Try taking in deep breaths. Try to do activities you usually enjoy.

- **Stay informed**—When you feel that you are missing information, you may become more stressed or nervous. Watch, listen to, or read the news for updates from officials. Be aware that there may be rumors during a crisis, especially on social media. Always check your sources and turn to reliable sources of information like your local government authorities.

- **Avoid too much exposure to news**—Take breaks from watching, reading, or listening to news stories. It can be upsetting to hear about the crisis and see images repeatedly. Try to do enjoyable activities and return to normal life as much as possible and check for updates between breaks.

- **Seek help when needed**—If distress impacts activities of your daily life for several days or weeks, talk to a clergy member, counselor, or doctor, or contact the Substance Abuse and Mental Health Services Administration’s (SAMHSA) Disaster Distress Hotline at 1-800-985-5990.

List of Coping Strategies

Coping strategies are techniques that help reduce negative feelings when someone is feeling under stress. Those feelings might be the result of anxiety, anger, depression, or just general day-to-day stress. Below are a list of some coping strategies you can try. It is important to recognize that what works for one person may not work well for another.

1. Take a quick walk
2. Listen to music
3. Write a letter to a friend
4. Read a good book
5. Color a coloring page
6. Eat a healthy snack
7. Close your eyes and relax
8. Hum your favorite song
COVID-19 – A Message from RCIL

Home and Community Based Services

The health and safety of our consumers, their Direct Support Workers (DSWs) and our staff is the Resource Center for Independent Living's (RCIL) utmost importance.

With the development of COVID-19, RCIL is following the CDC’s current recommendations and recommend that all consumers and their DSWs follow the CDC recommendations of heightened sanitizing, handwashing, not touching your face, social distancing, not going to work if you are sick or fall in any of the restricted "groups" that have been identified by the CDC. However, it is very important if you are a DSW and not sick, and your consumer requires or wants your services, please continue to work for them. Implement the heightened sanitizing practices by washing your hands often, cleaning areas that are frequently touched and isolating yourself as much as possible by social distancing (6 feet from each other).

In order to be compliant with social distancing, our staff has split their hours worked in the main Osage City office and are closed to the public walk-in traffic.

RCIL will continue to provide the same great service but it may be delivered in a different manner. We encourage consumers and DSWs to be even more vigilant in using the mandated AuthentiCare EVV system to accurately record their DSWs time worked. Incomplete claims, due to missing clock in or clock out times or not clocking in correctly, will take up precious staff time to rectify. Due to the split time being worked by RCIL staff, we may not be able to make the weekly calls to everyone or correct all of the incomplete claims, as we have in the past, in order to meet payroll deadlines. For incomplete claims, Verification of Time Worked forms will be mailed to the consumer for competition of the missing information. We will process as many of those completed Verification of Time Worked forms as we are able to before processing each week’s payroll. That is why it is imperative that the AuthentiCare EVV system is used, and used accurately.

Please be patient as we are working diligently to provide the same great service as we always have and meet the needs of our consumers and their
DSWs while working under some new conditions. Our payroll will continue as usual and we do not anticipate any disruption in service.

If you have questions or know that you have missing clock in or clock out times, RCIL's telephones will continue to be answered either in person, or by voicemail, 24 hours per day, 7 days per week. Leave a message including the consumer's name, DSW's name, and the issue you may have with the consumer/Authorized Representative confirming the information provided along with a contact telephone number. You can call the RCIL office anytime at 1-785-528-3105 or 1-800-580-7245. You can also email RCIL at payrollhelpdesk@rcilinc.org or fax to 785-528-3665.

Regarding other programs and services:

Since RCIL offices are closed to the public until further notice and a timetable for them to re-open is uncertain, please remember to call ahead before coming to an RCIL office. Information is changing constantly so check our website www.rcilinc.org and Facebook page regularly for updated information.

Consumers who were working with a Peer Specialist or Independent Living Specialist can still call 785-528-3105 for assistance.

Consumers who need to borrow or return a durable medical device should call 785-528-3105 to check on program status before traveling to their local office. Need to return borrowed equipment? Feel free to call and extend your loan date or Equipment can be left outside RCIL's main entrance at 1137 Laing Street in Osage City. Please do not leave equipment at any other RCIL office.

#
The Statewide Independent Living Council of Kansas (SILCK) is in the process of developing and implementing a Statewide Plan for Independent Living (SPIL) for the next three years. The SPIL is for Centers for Independent Living (CILs) in Kansas such as RCIL and other community partners to work together on goals to help improve awareness, accessibility, and opportunity for people with disabilities. The new SPIL will start in October 2020.

RCIL along with other CILs and community partners are working on the current SPIL that will end in September 2020. The current SPIL has four areas to focus on to help remove barriers for people with disabilities. Those four areas turned into four SPIL workgroups. The workgroups are housing, employment, transportation, and outreach. Some of the highlights that the workgroups have accomplished thus far are that they provided opportunities for consumers to learn more about work incentives, they educated housing developers and property management companies on accessible housing, and they created hashtag #KSCIL for all CILs to use in their social media.

All workgroups want to invite any consumers, who are interested, to be advocates for people with disabilities by participating in their workgroup or their local community partner meetings. If you are interested and want to get involved in any of the SPIL workgroups, contact an Independent Living Specialist at your local RCIL office or contact the SILCK office at 785-234-6990.

Youth Continued

Continued from page 1

living skills the youth may need. In addition to Youth Transition services, the Youth Transition Specialist will also provide the other four core services to youth with disabilities and their families which include: Information and Referral, Advocacy, Peer Counseling, and Independent Living Skills Training including individualized support and education around topics such as assistive technology, housing, transportation, healthcare, budgeting, cooking, shopping and household management.

The Youth Transition Specialist will be stationed in RCIL's Emporia office which is located in the Emporia Humanitarian Center. If you know a youth ages 14-24 that would benefit from these services please call RCIL at 785-528-3105.

---

Meet Our Staff!

Cathy Calley, Payroll Clerk started at RCIL November 19, 2019 in the Osage City office. She will be providing a variety of payroll functions for consumers who are self-directing their personal care services through the Home and Community Based Services Waivers.

Lisa McCary, Transitional Living Specialist started at RCIL January 3, 2020. She will be working in the Topeka area. Her primary focus will be teaching consumers with a brain injury to develop or relearn independent living skills in order to optimize independence and community living.

Jo Yarnell, Independent Living Specialist started at RCIL February 5, 2020 in the Iola Office. She will be providing RCIL's five core services in the Iola area. The core services are information and referral, advocacy, peer counseling, independent living skills training, and transition services.
2020 FRIENDS GROUP SCHEDULE

RCIL Offices are CLOSED on May 25, 2020 and July 3, 2020!
RCIL Friends group schedule are subject to change at any time due to the COVID-19 Coronavirus. All April meetings are cancelled.

<table>
<thead>
<tr>
<th>El Dorado</th>
<th>Time</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 15th</td>
<td>1:00pm - 3:00pm</td>
<td>No Meeting</td>
</tr>
<tr>
<td>May 20th</td>
<td>1:00pm - 3:00pm</td>
<td>Emergency Preparedness</td>
</tr>
<tr>
<td>June 17th</td>
<td>1:00pm - 3:00pm</td>
<td>Minimizing Fall Risk</td>
</tr>
</tbody>
</table>

*Location: RCIL Office
615 1/2 N. Main, El Dorado, KS 67042

<table>
<thead>
<tr>
<th>Emporia</th>
<th>Time</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 27th</td>
<td>1:30pm - 3:30pm</td>
<td>No Meeting</td>
</tr>
<tr>
<td>May 25th</td>
<td>1:30pm - 3:30pm</td>
<td>CBD Oils</td>
</tr>
<tr>
<td>June 29th</td>
<td>1:30pm - 3:30pm</td>
<td>TBD</td>
</tr>
</tbody>
</table>

*Location: Broadview Towers Apartments
110 W. 6th Ave., Emporia, KS 66801

<table>
<thead>
<tr>
<th>Eureka</th>
<th>Time</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 28th</td>
<td>1:00pm - 3:00pm</td>
<td>No Meeting</td>
</tr>
<tr>
<td>May 26th</td>
<td>1:00pm - 3:00pm</td>
<td>Emergency Preparedness</td>
</tr>
<tr>
<td>June 23rd</td>
<td>1:00pm - 3:00pm</td>
<td>Minimizing Fall Risk</td>
</tr>
</tbody>
</table>

*Location: Magic Circle Apartments
301 Magic Circle Rd., Eureka, KS 67045

<table>
<thead>
<tr>
<th>Ft Scott</th>
<th>Time</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 10th</td>
<td>12:00pm - 2:00pm</td>
<td>No Meeting</td>
</tr>
<tr>
<td>May 8th</td>
<td>12:00pm - 2:00pm</td>
<td>Stress Management</td>
</tr>
<tr>
<td>June 12th</td>
<td>12:00pm - 2:00pm</td>
<td>Spam Awareness</td>
</tr>
</tbody>
</table>

*Location: Bourbon County Senior Center
26 N. Main St., Fort Scott, KS 66701

Advocacy Project is a project to make a change in your local community to accommodate people with disabilities. Are you interested to get involved and to make a difference in your community? Attend your local Friends group for more information!

In cases of inclement weather, please call ahead!

<table>
<thead>
<tr>
<th>Iola</th>
<th>Time</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 28th</td>
<td>1:00pm - 3:00pm</td>
<td>No Meeting</td>
</tr>
<tr>
<td>May 26th</td>
<td>1:00pm - 3:00pm</td>
<td>Self-Direction Training</td>
</tr>
<tr>
<td>June 23rd</td>
<td>1:00pm - 3:00pm</td>
<td>Spam Awareness</td>
</tr>
</tbody>
</table>

*Location: Iola Housing Authority

<table>
<thead>
<tr>
<th>Osage City</th>
<th>Time</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 8th</td>
<td>1:00pm - 3:00pm</td>
<td>No Meeting</td>
</tr>
<tr>
<td>May 13th</td>
<td>1:00pm - 3:00pm</td>
<td>Choose My Plate</td>
</tr>
<tr>
<td>June 10th</td>
<td>1:00pm - 3:00pm</td>
<td>Kansas History</td>
</tr>
</tbody>
</table>

*Location: Park Place Apartments

<table>
<thead>
<tr>
<th>Paola</th>
<th>Time</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 24th</td>
<td>1:00pm - 3:00pm</td>
<td>No Meeting</td>
</tr>
<tr>
<td>May 22nd</td>
<td>1:00pm - 3:00pm</td>
<td>Stress Management</td>
</tr>
<tr>
<td>June 26th</td>
<td>1:00pm - 3:00pm</td>
<td>Spam Awareness</td>
</tr>
</tbody>
</table>

*Location: Timber Ridge Apartment Homes (in the office building)

Accommodations: Please contact us 2 weeks prior to a meeting to request accommodations.

For more information and locations please call or email us:
1-800-580-7245
Enter For Your Chance to WIN a FREE Prize!

The winner for the winter newsletter quiz goes to Vicki Engstrom! Congratulations!

To be entered into a drawing for a FREE prize, complete the quiz below and turn it in to RCIL by April 17, 2020 in the following ways:

- By mail: RCIL P.O. Box 257 Osage City, KS 66523
- OR e-mailing your answers to info@rcilinc.org

The winning ticket will be drawn on April 20, 2020 and the prize will be mailed to the winner on the same day.

Fill in the Blanks

1. The deadline to register to vote for the Primary Election is ________________.

2. One of the five steps to wash your hands the right way is to scrub your hands for at least ________________ seconds.

3. RCIL received a grant to fund services for youth with disabilities between the ages of ________________ as they transition into adulthood.

4. One of the highlights that the SPIIL Workgroups have accomplished thus far is they provided opportunities for consumers to learn more about ________________

5. Listening to ________________ is one coping strategy that can help reduce stress.

Name: ____________________________

Address: __________________________

Phone Number: ____________________

Handwashing - It’s Always Been Important Continued

Continued from page 1

...ing from not only one person to another, but from spreading throughout an entire community.

The CDC provides the following “Five Steps to Wash Your Hands the Right Way”:

1. Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap.

2. Lather your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails.

3. Scrub your hands for at least 20 seconds. Need a timer? Hum the “Happy Birthday” song from the beginning to end twice.

4. Rinse your hands well under clean, running water.

5. Dry your hands using a clean towel or air dry them. ☑
Moved?
If you've moved or changed your phone number, name, or email address, call 1.800.580.7245 so we can keep in contact with you!

We're on the Web!
Visit us at: www.rcilinc.org
Find us on:

HIPAA Privacy Notice
RCIL's Notice of Privacy Practices based on the Health Insurance Portability Accountability Act of 1996 (HIPAA) is available in every RCIL office and on the RCIL website at http://rcilinc.org/resources. You can request a copy of the notice at anytime by contacting RCIL at 1.800.580.7245 or info@rcilinc.org.

RCIL Home Office
Address
P.O. Box 257
1137 Laing
Osage City, KS 66523
Phone
1.785.528.3105 Voice
1.800.580.7245 Toll Free
1.877.929.7655 Payroll Help Desk
Fax
1.785.528.3665
Payroll Fax
1.785.528.2938

Satellite Offices
El Dorado
615 1/2 N. Main
El Dorado, KS 67042
1.316.322.7853 Voice
1.800.960.7853 Toll Free
1.316.322.7888 Fax

Iola
104 S. Washington Ave.
Iola, KS 66749
1.620.365.8144 Voice
1.877.944.8144 Toll Free
1.620.365.7726 Fax

Emporia
215 W. 6th Ave., Suite 201
Emporia, KS 66801
1.620.342.1648 Voice
1.888.261.4024 Toll Free
1.620.342.1821 Fax

Topeka
1507 SW 21st St., Suite 203
Topeka, KS 66604
1.785.267.1717 Voice
1.877.719.1717 Toll Free
1.785.267.1711 Fax