



## Updated Vision, Mission, and Values for PTH!

### ☞ Pine Tree Hospice Mission ☞

Pine Tree Hospice staff and volunteers provide non-medical care, support, and education, with respect and dignity, to people journeying through progressive life-limiting illnesses, caregiving, and bereavement, thereby enhancing and honoring quality of life.

### ☞ Pine Tree Hospice Vision ☞

Pine Tree Hospice foresees a community in which members openly discuss caregiving, end of life, and bereavement issues and actively provides compassionate care to one another through these precious life journeys.

### ☞ Pine Tree Hospice Values ☞

- ◆ Respect and Dignity
- ◆ Comfort and Peace of Mind
  - ◆ Learning and Education
  - ◆ Empathy and Compassion
- ◆ Open and Honest Communication
  - ◆ Quality and Safety of Care

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# Important Update on the Title of “Evergreen: The PTH Center for Grieving Children and Adults”

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Pine Tree Hospice has evolved over the thirty plus years it has been in existence. Thankfully, PTH has navigated these changes through the work of its dedicated volunteers, Board members, and staff. What began with volunteer services for hospice clients has developed into services for hospice clients, caregivers, and the bereaved. When PTH decided to provide bereavement services for children, the program created was based on the Center for Grieving Children in Portland. Those involved at the time chose Evergreen as the name of the program, and Nights of Service as the service name. Since then, folks throughout the community as well as

within Pine Tree Hospice have expressed confusion about Evergreen and Pine Tree Hospice. Is Evergreen separate? Are they the same? Does Evergreen include only the children’s programs or all bereavement services?

As part of its strategic planning over the summer, the Board of Directors discussed the possibility of eliminating the title of “Evergreen” to (eventually) eliminate the confusion that is created by having two titles. At the Board meeting of



September 26, the Board of Directors approved removing “Evergreen” so that ALL “bereavement services” (children and adults) will now be seen as one of several services under the Pine Tree Hospice umbrella.

Changing this on the website, Facebook, brochures, and policies will take a bit of time. But from now on, we are solely Pine Tree Hospice—a volunteer hospice which provides hospice, caregiving, and bereavement support and education.

The new and improved Vision, Mission, and Values, which can be found on page 1 of the Volunteer Bulletin, well represents who Pine Tree Hospice is and what we do.

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## Bereavement Services and Upcoming Events

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### Lunch & Learn.

This bereavement peer support group meets monthly and is open to any adult who is experiencing grief due to a death. The peer support group is followed by a lunch and presentation. This group is FREE of charge. If you know of anyone who might benefit, please encourage them to register.

The October presentation is **Self-Care for the Bereaved, by Gayle Worden, RYT**. It will be held on **Oct. 18, from 11 A.M. to 1 P.M.** at the D-F Congregational Church.

### Celebration of Remembrance.

Pine Tree Hospice and Community Health and Counseling Hospice will be co-hosting the annual Celebration of Remembrance on Sunday, **November 5<sup>th</sup>, 1 – 3 P.M.** at the Charlotte White Center.

This event provides a time for people of all ages to celebrate the life and memory of a lost loved one or friend. Activities for everyone in the family are planned as well as light refreshments, music and a poignant balloon release.



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## Direct Care Team Meeting

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Our next Team Meeting is scheduled for **WEDNESDAY, October 18, at 8:30 a.m. at the PTH office.**

If you are a direct care volunteer, you are encouraged to attend whether or not you are currently providing direct care to a Client.

Team meetings are a great way to share information and provide support to one another.

We hope to see you there! And remember, you can count up to 4 hours of team meeting toward your continuing education!



## Continuing Education

### Volunteer Training.

Did you know that the volunteer training we hold each spring and fall is NOT just for new direct care volunteers and bereavement facilitators??? Any PTH volunteer is welcome to join any session that he or she is interested in — and it counts toward your continuing education!

This is a great opportunity to learn new things, take a refresher class, get your education credit, and interact with new volunteers!

### Direct Care Training (Oct. 2, 4, and 7)

Psychological Perspectives of Death & Dying (1 hr)

Funeral Arrangements (1.5 hrs)

Support for the Dying (2 hrs)

Multidisciplinary Management & Hospice Resources (1 hr)

Pain & Symptom Management (1.5 hrs)

Volunteer Roles (2 hrs)



### Organ Donation—What's It About?

Janet Wight from New England Donor Services will be the guest speaker at our next Caring for the Caregiver event, which is an informative seminar on Organ Donation. This event will be held on **October 17th at the Mayo Regional Hospital Resource Center from 6:30-8:00 P.M.**

Some of the topics to be covered are:

- Myths and facts about Organ and Tissue Donation
- Legal Principals of Donation
- Differentiate between Donation after Cardiac Death and Donation after Brain Death
- How organs are allocated to recipients
- Tissue donation process

This is a free event and is open to any interested person in the community. Please encourage folks to attend—and don't forget to pre-register!

## Annual Meeting and PTH Membership

Each fall Pine Tree Hospice invites its volunteers, Board members, and members from the community to celebrate our continued commitment to supporting those who are living with life-limiting illness or those experiencing grief and loss by attending our Annual Meeting and Dinner. This year's meeting and dinner will be held on **Thursday, November 16th at the East Sangerville Grange beginning at 6 p.m.** The theme for this year's meeting is "Hospice: We Are All Pieces of the Puzzle."

***Thursday, November 16th  
at the East Sangerville Grange  
beginning at 6 p.m.***

We encourage you, the amazing volunteers of Pine Tree Hospice, to attend this wonderful evening of fine food, friends, and fun. Please RSVP that you will be joining us for this special night by November 10, 2017.

We also encourage you to submit a membership form, which allows you to actively vote on issues presented during the brief meeting. Membership forms were previously emailed. If you need another, please contact the office. Be sure to submit the membership form before October 13, 2017.

We look forward to seeing you at this wonderful event celebrating all that is Pine Tree Hospice.

## HAPPY BIRTHDAY WISHES to our October Volunteers

Gayle Worden  
Beatrice Borden  
Nicole Estes  
Helen Higgins  
Carol Blethen



# The End is Coming! The End is Coming!

The end of the PTH Fiscal Year, that is!!

**September 30** is the end of our fiscal year, which means lots of paperwork and tracking for office staff. PLEASE help us out by doing your part in a timely manner. Having accurate accounting of everything volunteers assist with is crucial to our ability to continue to serve our communities.

Take a few minutes to think back over the past year. Was there any shopping, cooking, planning, creating, phone calls, public relations, events that you attended or assisted with, flower cutting/arranging/planting, planning for meetings, travel, direct care, education, etc. that you did but have not yet submitted your time for??? IT ALL COUNTS!

**Record your time in quarter-hour increments:**

- ~1 – 20 minutes = .25 hour;
- ~21 – 35 minutes = .5 hour;
- ~36 – 50 minutes = .75 hour;
- ~51 – 65 minutes = 1.0 hour

**Confused about what to write for a description on your indirect timesheet? Here's a tip...**

**1. Ask yourself: What committee or program am I doing the work for?**

- Adult Bereavement
- Board Development
- Board Executive
- Board of Directors
- Bereavement Committee
- Education Committee
- Finance Committee
- Fundraising
- Hospice Committee
- Nights of Service
- Office work
- Public Relations
- Regional Team
- Other



**2. Write the committee or program in the description line, followed by a brief comment about the actual activity.**

Examples:

- Board of Directors—calls to donors.
- Board of Directors—review board packet
- Education Comm.—host training
- Fundraising—preparations for Variety Show
- Fundraising—attend Sound Bites
- Hospice Comm.—prepare agenda/minutes/reports
- Public Relations—attend (name of town) town meeting
- Regional Team—post flyers
- Other—meet with Coordinator
- Other—emails/calls to/from office re PTH duties

It is as easy as that! Any questions? Don't hesitate to ask your Coordinator...

## **In-Kind Donations.**

Do you ever provide supplies to the office or for events? We need to document these donations.

Additionally, it is important that you attach any receipts for whatever supplies you donate whenever possible.

Completing and submitting timesheets is crucial because: 1) It is a requirement of licensure for PTH through the State of Maine, 2) The amount of funding received through grants is significantly impacted by the number of hours we document and can prove through detailed documentation, and 3) Documentation shows changes in quality of life over time for our clients that we are serving. This is extremely helpful in identifying additional needs and supports.

Please be sure to submit your timesheets for your September volunteer activities on or before **October 7th**. You may submit either the paper form or the online version via the PTH website.



THANK YOU  
for being a part of  
Pine Tree Hospice  
and helping us  
achieve our mission!

