

THE RESOURCE MRCI CLIENT DIRECTED SERVICES

The Resource -- November 2017

Your Opinion Matters

Kathleen's Story

Important Dates



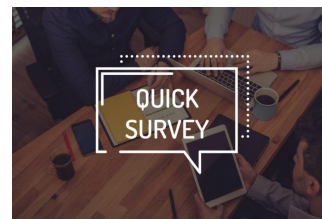
This is Your Resource

The Resource has been established to keep family and friends of MRCI Client Directed Services (CDS) up to date with CDS policies, procedures and any information you need to know. You'll find The Resource in your inbox each month. We will also share stories of others in the CDS family and build support groups for those who are interested. Please take a few minutes to enjoy this month's edition of The Resource.

Your Opinion Matters

We are conducting an organization-wide satisfaction survey in order to get a better understanding of how we are and can be better serving you. Your opinions are important to us, and this survey is your chance to express those opinions.

We would like to get 100% participation in order to ensure that each and every family's voice is heard.



Thank you for devoting your prompt attention and providing candid input.

[CDS Satisfaction Survey](#)

MRCI's Mission-Minded Approach: Key For One Family

Kathleen Zettell is a busy, working 32- year-old woman. She is known as a hard worker and very social, despite some medical issues and cognitive processing challenges.

"We have always tried to find activities that would help Katie get socialization and have some independence," says Kathleen's mom, Mary. "But for a long time we chose not to do government-sponsored programs because it seemed like a lot of work. I mean, if I had to choose between filling out paperwork or spending that time with my daughter, well, I'm going to choose my daughter!"



Then five years ago, the family was referred to MRCI and Mary quickly realized that with the organization's help she could pursue some of those government-sponsored options for her daughter.

"At the time I was impressed with how well organized MRCI was," says Mary. "The staff was very knowledgeable and they could translate all of that knowledge in a way I could understand it. And that is a huge thing."

[Read More](#)

Please Mark Your Calendars

Holiday Pay: If you have any of your staff work on the following upcoming days, they will

receive holiday pay.

Remaining 2017 Holidays

Thanksgiving Day (11/23)

2018 Holidays:

- New Year's Day (1/1)
- Martin Luther King, Jr Day (1/15)
- Memorial Day (5/28)
- Labor Day (9/3)
- Thanksgiving Day (11/22)

November 2017						
Sun	Mon	Tue	Wed	Thur	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

■	Pay Day
■	Due Date

Pay Period	Due Date	Pay Day
10/29 - 11/11	11/14	11/24
11/12 - 11/25	11/28	12/8

Other Important Dates: Please submit all credit card orders, payables and reimbursements for 2017 by December 20, 2017 to ensure payment before the end of the year. No checks will be processed the week of December 26th

245D/Personal Support Mandatory Training Schedule

As a non-profit organization with the mission of providing the organizational climate, resources, and framework necessary to promote and support the community inclusion and participation of our clients, MRCI strongly believes in the benefits of staff training.

All MRCI staff are required to complete a minimum specified number of training hours during the training year. The link to this month's training requirement is include below.

[Training](#)

Important Reminder Regarding Your Timesheets

A friendly reminder, the Department of Human Services (DHS) does not allow staff to photocopy their timesheet from week to week. This includes timesheets with signatures or initials and time in/time out prefilled and copied from week to week.

If MRCI discovers a timesheet which has been photocopied we will request a new submission.

If you have further questions please contact MRCI Program Staff at 800-829-7110



ALSO REMEMBER: FEA/Payroll Model families can now submit timesheets via e-timesheets (call to sign up today at 800-829-7110), email your scanned time sheet to payroll@mrciworksource.org,

or fax to our NEW toll free number: 888-800-7336.

We will no longer be using the old fax number.

Find your new timesheet at <http://www.mrciworksource.org/docs/timepm.pdf>

Recent Notifications

MRCI was required by the Department of Human Services, to send a two-page letter dated 10/25/2017 to employees of CDCS, CSG, and PCA Choice programs. If you have questions, please contact the Bureau of Mediation Services at 651-649-5421 or call our office at 800-829-7110.

A banner for MRCI Client Directed Services. The top part has a dark blue background with the text "MAKING THE DIFFERENCE" in white on the left and "MRCI CLIENT DIRECTED SERVICES" in white on the right. Below this is a photograph of a smiling man with Down syndrome. To the left of the photo, there is text: "MRCI is one of Minnesota's largest human service non-profit organizations providing meaningful opportunities for individuals with disabilities or special needs to remain in their homes." Below the photo, there is contact information: "Visit our Website at www.MRCICDS.org" and "Reach Us by Phone at 800.829.7110".

MAKING THE DIFFERENCE

MRCI CLIENT DIRECTED SERVICES

MRCI is one of Minnesota's largest human service non-profit organizations providing meaningful opportunities for individuals with disabilities or special needs to remain in their homes.

Visit our Website at www.MRCICDS.org

Reach Us by Phone at 800.829.7110

MRCI is "creating innovative and genuine opportunities for people with disabilities or disadvantages to support their

community participation."

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