Nominate a Rising Star Today!

🕐 February 13, 2015   📁 Uncategorized
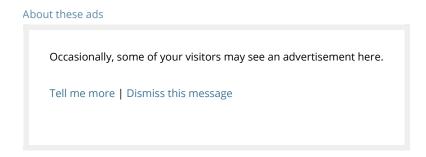
We are looking for Rising Stars from the Golden Living family of companies. Who on your team personifies the dedication, hard work and tender care required for a commitment to improving the quality of life for all residents and patients? In addition to giving them a RAVE, we want to recognize them company-wise.

Please submit the following to Carol Harber carol.harber@goldenliving.com no later than Monday, March 16.

- Name of person being nominated
- Nominee title and/or role
- Nominee hire date (if known)
- Nominee's facility or agency name and location
- Description of why they deserve to be a Rising Star (limit 300 words)
- Name of person submitting nomination
    - Title and/or relationship to the nominee
    - Phone number or email address if we have questions

We will publish the list of the Golden Living 2015 Rising Stars in a future issue of InnerCircle. Thank you so much for your participation!

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Related

New Learning Center to Enhance Employees' Professional Development

Private Portion Calculation Worksheet Revised

A Special Thanks to Golden Living Employees

GLC – Olivia's Not-So-Secret Recipe to a Successful Walk to End Alzheimer's

🕐 February 13, 2015   🗀 Uncategorized

In a town of about 2,400 people surrounded by other small communities, all more than 85 miles from a major city, it is an amazing accomplishment for Golden LivingCenter – Olivia to be the two-time winner (2013 and 2014) of the Golden Living Walk to End Alzheimer's traveling trophy competition.

The GLC – Olivia Team with the Golden Living traveling trophy for the most money raised per employee.

GLC – Olivia raised $160.80 per employee last year, topping their number from 2013 of $104.91 per employee. The closest competitor, Golden LivingCenter – Groton in South Dakota, raised $91.04 per employee.

With these impressive numbers, the Golden Living Public Affairs team set out to find the secret recipe to this LivingCenter's success.

Experience

Give Stacie Roxberg, GLC – Olivia's Director of Alzheimer Care a big round of applause for leading the effort. She says that her LivingCenter does would be easy for another GLC to do, too.

However, one aspect to their success is her experience with this fundraiser. Stacie has worked with the Alzheimer's Association and participated in the Walk for nine years.

Patient Family Support

Because of her dedication for the past nine years, Stacie's gotten involved in a big way and she's not shy about letting her patients' families know all about it. It is part of what she does every day.

"We are a close-knit community, and one way or another, people will find out," she says. "I began early on sending letters to patients' families explaining what their donations go to and how this cause is worthy of their support. We care for several employees' family members and so they also support this cause, in addition to many past patient families who join our fundraising efforts every year."

Planning and Fundraising

Stacie says that patient family donations make up about half of the LivingCenter's total for the Walk; the rest comes from hosting two dinners at a local restaurant where her mother works.

The restaurant manager has generously donated the space and food for the event. Then, the LivingCenter organizers a variety of other fundraisers during the summer months. They go "Casual for Cause," selecting a day when employees can wear jeans to work. They sell water at parades and work in any local fundraising effort.

For Stacie, it is nearly a year-round effort in communication and planning, beginning in April or May. With full LivingCenter support, she does most of the planning and has six go-to employees who assist her with the logistics and event details. With a "can-do" attitude, Stacie says she keeps it simple with every event.

She sits on the planning committee for the Willmar area Walk to End Alzheimer's as well.

During this event, an honorary family will speak about their journey with the disease. A few years ago, that honorary family was from GLC – Olivia. This was an inspiration to many of their patient's families to get involved in the Walk to End Alzheimer's.

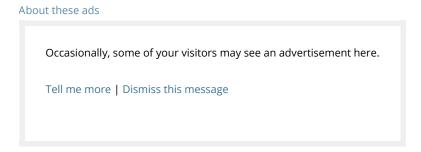Stacie shared some helpful tips to get you started on a successful fundraising drive:

Start small, like having a garage sale or an in-house fundraiser .

- Start with word of mouth and advertise where you can.
- Set small goals early on so your team has a feeling of success and motivation to do more.
- Ask families to support the Alzheimer's Association through your team.
- Use fundraisers, such as selling "Watkins" to get a share of the profit to go to your team.
- Ask a restaurant to have a GLC or Alzheimer's night where a portion of the profits can go to the cause.
- Go to the Alzheimer's Association website and use all of its resources.

- Start posting information (posters/fliers available to print) about the Alzheimer's Association and your LivingCenter's Walk efforts around town well before the Walk date.

Stacie's recipe for a successful Walk to End Alzheimer's fundraising includes a bit of experience, a dash of early planning, a tablespoon of communication and a cup full of asking families and employees to get involved.

Write your own recipe for success this year and share it with us: goldenlivingcommunication@goldenliving.com.

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Golden Living Earns Seven AHCA/NCAL Bronze Quality Awards
In "Quality Awards"

Golden Living Community Support Initiative Makes 130 Grants in 2014

Two Golden LivingCenters Honored with 2014 AHCA/NCAL Silver Quality Awards

Proud Accomplishment: 206 LivingCenters Earn Safety Awards Fourth Quarter 2014

ⓘ February 11, 2015   🗀 Uncategorized

- Executive Directors
- Directors of Nursing Services
- Department Managers
- Safety Committee Members
- Directors of Clinical Education
- Directors of Staff Development

SAFETY AND LOSS CONTROL

Congratulations to the employees of the 206 Golden LivingCenters who will celebrate earning the Fourth Quarter 2014 Safety Incentive Program (SIP) award. (**Click to see list.**) Preventing injuries is the key to our safety program. Following our lift program to eliminate transfer injuries — and simply paying attention to prevent slips, trips, and falls — are two key areas of the program. Using modified duty and effective claims management to minimize the cost if an injury occurs is secondary.

Please proudly share your winning strategies with others in your district. Or if your LivingCenter did not earn the incentive, discuss at your next Safety Committee meeting which programs need to be reviewed and revamped to enable you to earn the SIP in the future.

Award Money Allocated

Each winning LivingCenter is allocated $950 to spend in recognition of its safety accomplishments. (NO check is arriving in the mail!) The Safety Committee and management team should determine the best recognition program (prizes, party, etc.).

Document your decision and feedback in your Safety Committee minutes. Put up a banner or poster if you hold an event to signify that the funding was provided by the Safety Committee due to the great, safe work practices of the employees.

Deadlines

Remember that the money must be spent **within 30 days** of the award notification.

For the fourth quarter 2014 award, the safety recognition celebration must be completed by Friday, Mar. 13. (It is better to spend the money sooner to reward your employees.)

Spend your award NOW and continue to remind staff to be safe in upcoming months. The **documentation of how the money was spent must be submitted by or before, Friday, Mar. 20,** in order for the LivingCenter expenditures to be transferred to the appropriate accounts. **Since we are approaching the end of the year, these deadlines are very important.**

SIP Award Documents and Process

Please download these **documents** found on the Safety and Loss Control intranet site under Safety and Loss Control Programs, then Safety Incentive Program. (Please follow instructions and keep copies for future reference.)

- *Newly Updated: SIP – Incentive Guidelines explains documentation and reporting requirements
- SIP – Information Sheet – July 2013
- SIP – Associate Award Acknowledgement Form must be completed and forwarded along with the documentation log
- SIP – Gift Card/Gift Certificates under $25

QUESTIONS

Contact the Safety and Loss Control department at 877-823-8375, ext. 4663.

To send in your completed expense form and receipts per the Safety Incentive Program guidelines: Fax to Rita Harris at **NEW FAX NUMBER 479-201-4805** or email her at Rita.Harris@GoldenLiving.com.

ATTACHMENTS

Fourth Quarter Safety Incentive Winners 2014

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4th QTR Winners
2014

Final List

Facility #	Name of Facility	City	State	
00650	GLC - Boaz	BOAZ	AL	X
00737	GLC - Lanett	LANETT	AL	X
00742	GLC - Riverchase	BIRMINGHAM	AL	X
03664	GLC - Hueytown	HUEYTOWN	AL	X
00534	GLC - Country View Alzheimer Center	FRESNO	CA	X
00536	GLC - Hillcrest	FRESNO	CA	X
00537	GLC - Hy-Lond	FRESNO	CA	X
00557	GLC - Reedley	REEDLEY	CA	X
00559	GLC - Sanger	SANGER	CA	X
00560	GLC - San Jose	SAN JOSE	CA	X
00564	GLC - Santa Rosa	SANTA ROSA	CA	X
00566	GLC - Shafter	SHAFTER	CA	X
00569	GLC - Hy Pana	STOCKTON	CA	X
00570	GLC - Portside	STOCKTON	CA	X
00606	GLC - Redding	REDDING	CA	X
00665	GLC - Bakersfield	BAKERSFIELD	CA	X
00667	GLC - Fresno	FRESNO	CA	X
00715	GLC - Briarwood	TUCKER	GA	X
00717	GLC - Rome	ROME	GA	X
00724	GLC - Tifton	TIFTON	GA	X
00766	GLC - Dunwoody	ATLANTA	GA	X
00767	GLC - Thomaston	THOMASTON	GA	X
00768	GLC - Augusta	AUGUSTA	GA	X
00769	GLC - Decatur	DECATUR	GA	X
03676	GLC - Thomasville	THOMASVILLE	GA	X
03715	GLC - Kennestone	MARIETTA	GA	X
03858	Salude	SUWANEE	GA	X
00090	GLC - Indianapolis	INDIANAPOLIS	IN	X
00092	GLC - North Willow	INDIANAPOLIS	IN	X
00093	GLC - Brookview	INDIANAPOLIS	IN	X
00096	GLC - Richmond	RICHMOND	IN	X
00097	GLC - Golden Rule	RICHMOND	IN	X
00218	GLC - Valparaiso	VALPARAISO	IN	X
00220	GLC - Mishawaka	MISHAWAKA	IN	X
00256	GLC - Fountainview Terrace	LAPORTE	IN	X
00257	GLC - LaPorte	LAPORTE	IN	X
00259	GLC - Fountainview Place	PORTAGE	IN	X
00276	GLC - Merrillville	MERRILLVILLE	IN	X
02046	GLC - Bloomington	BLOOMINGTON	IN	X
02281	GLC - Sycamore Village	KOKOMO	IN	X
03678	GLC - Woodlands	NEWBURGH	IN	X
03679	GLC - Brentwood	EVANSVILLE	IN	X
04875	GLC - Knox	KNOX	IN	X
00148	GLC - Lansing	LANSING	KS	X
00194	GLC - Chase County	COTTONWOOD	KS	X
00197	GLC - Downs	DOWNS	KS	X
01210	GLC - Spring Hill	SPRING HILL	KS	X
01211	GLC - El Dorado	EL DORADO	KS	X

4th QTR Winners
2014

Final List

Qualifies

Facility #	Name of Facility	City	State	
01213	GLC - Neodesha	NEODESHA	KS	X
01216	GLC - Wellington	WELLINGTON	KS	X
02212	GLC - Wilson	WILSON	KS	X
02215	GLC - Parkway	EDWARDSVILLE	KS	X
02216	GLC - Kaw River	EDWARDSVILLE	KS	X
02217	GLC - Edwardsville	EDWARDSVILLE	KS	X
02218	GLC - Wakefield	WAKEFIELD	KS	X
02222	GLC - Eskridge	ESKRIDGE	KS	X
02357	GLC - Pittsburg	PITTSBURG	KS	X
02555	GLC - Wichita	WICHITA	KS	X
00071	GLC - Green Hill	GREENSBURG	KY	X
00072	GLC - Vanceburg	VANCEBURG	KY	X
00073	GLC - Stanford	STANFORD	KY	X
00866	GLC - Hillcreek	LOUISVILLE	KY	X
00984	GLC - Frankfort	FRANKFORT	KY	X
00116	GLC- West Newton	WEST NEWTON	MA	X
00992	GLC - The Elmhurst	MELROSE	MA	X
02413	GLC - Chetwynde	WEST NEWTON	MA	X
03972	GLC - Melrose	MELROSE	MA	X
00272	GLC - Cumberland	CUMBERLAND	MD	X
02568	GLC - Frederick	FREDERICK	MD	X
00438	GLC - Twin Rivers	ANOKA	MN	X
00442	GLC - Slayton	SLAYTON	MN	X
00806	GLC - Excelsior	EXCELSIOR	MN	X
00811	GLC - Henning	HENNING	MN	X
00851	GLC - Walker	WALKER	MN	X
00869	GLC - Whitewater	ST CHARLES	MN	X
00874	GLC - Delano	DELANO	MN	X
00875	GLC - Franklin	FRANKLIN	MN	X
00880	GLC - Lynnhurst	ST PAUL	MN	X
00881	GLC - Lynnwood	FRIDLEY	MN	X
00882	GLC - Meadow Lane	BENSON	MN	X
00883	GLC - Moorhead	MOORHEAD	MN	X
00884	GLC - Olivia	OLIVIA	MN	X
00886	GLC - Rochester West	ROCHESTER	MN	X
00887	GLC - St. Louis Park	MINNEAPOLIS	MN	X
00889	GLC - Wabasso	WABASSO	MN	X
02176	GLC - Bloomington	BLOOMINGTON	MN	X
02332	GLC - Hillcrest of Wayzata	WAYZATA	MN	X
00153	GLC - Glasgow	GLASGOW	MO	X
00443	GLC - Independence	INDEPENDENCE	MO	X
00446	GLC - Maryville	MARYVILLE	MO	X
00447	GLC - New Haven	ODESSA	MO	X
02235	GLC - Smithville	SMITHVILLE	MO	X
02279	GLC - New Madrid	NEW MADRID	MO	X
02360	GLC - Bloomfield	BLOOMFIELD	MO	X
02367	GLC - Dexter	DEXTER	MO	X
02371	GLC - Gamma Road Lodge	WELLSVILLE	MO	X

4th QTR Winners
2014

Final List

Qualifies

Facility #	Name of Facility	City	State	
02378	GLC - Jefferson City	JEFFERSON CITY	MO	X
02379	GLC - McDonald County	ANDERSON	MO	X
02380	GLC - St. James	ST JAMES	MO	X
02386	GLC - Pin Oaks	MEXICO	MO	X
02388	GLC - Malden	MALDEN	MO	X
02390	GLC - Branson	BRANSON	MO	X
02394	GLC - Westwood	CLINTON	MO	X
00034	GLC - Amory	AMORY	MS	X
00035	GLC - Batesville	BATESVILLE	MS	X
00099	GLC - Ripley	RIPLEY	MS	X
00126	GLC - Eason Blvd	TUPELO	MS	X
00815	GLC - Brook Manor	BROOKHAVEN	MS	X
00816	GLC - Meridian	MERIDIAN	MS	X
00817	GLC - Carthage	CARTHAGE	MS	X
00821	GLC - Eupora	EUPORA	MS	X
00827	GLC - Southhaven	SOUTHAVEN	MS	X
00829	GLC - Tylertown	TYLERTOWN	MS	X
00063	GLC - Greenville	GREENVILLE	NC	X
00202	GLC - Charlottesville	CHARLOTTESVILLE	NC	X
00235	GLC - Hendersonville	HENDERSONVILLE	NC	X
00237	GLC - Tarboro	TARBORO	NC	X
00238	GLC - Lumberton	LUMBERTON	NC	X
00154	GLC - Clarkson	CLARKSON	NE	X
00155	GLC - Valley	VALLEY	NE	X
00451	GLC - Columbus	COLUMBUS	NE	X
00452	GLC - Cozad	COZAD	NE	X
00454	GLC - Franklin	FRANKLIN	NE	X
00458	GLC - Fullerton	FULLERTON	NE	X
00465	GLC - Hartington	HARTINGTON	NE	X
00466	GLC - Nebraska City	NEBRASKA CIT	NE	X
00467	GLC - Norfolk	NORFOLK	NE	X
00489	GLC - Omaha	OMAHA	NE	X
00492	GLC - O'Neill	O'NEILL	NE	X
00510	GLC - Plattsmouth	PLATTSMOUTH	NE	X
00511	GLC - Schuyler	SCHUYLER	NE	X
00512	GLC - Tekamah	TEKAMAH	NE	X
00513	GLC - Wausa	WAUSA	NE	X
02187	GLC - Grand Island Lakeview	GRAND ISLAND	NE	X
02188	GLC - Neligh	NELIGH	NE	X
02190	GLC - Broken Bow	BROKEN BOW	NE	X
02193	GLC - Scottsbluff	SCOTTSBLUFF	NE	X
02194	GLC - Sidney	SIDNEY	NE	X
02849	GLC - Old Bridge	OLD BRIDGE	NJ	X
00981	GLC - Kirtland	KIRTLAND	OH	X
00080	GLC - York Terrace	POTTSVILLE	PA	X
00263	GLC - Doylestown	DOYLESTOWN	PA	X
00264	GLC - Lancaster	LANCASTER	PA	X
00265	GLC - Lansdale	LANSDALE	PA	X

4th QTR Winners   Final List
2014

Qualifies

Facility #	Name of Facility	City	State	
00266	GLC - Phoenixville	PHOENIXVILLE	PA	X
00267	GLC - Rosemont	ROSEMONT	PA	X
00269	GLC - Reading	READING	PA	X
00278	GLC - Monroeville	MONROEVILLE	PA	X
00279	GLC - Shippenville	SHIPPENVILLE	PA	X
00280	GLC - William Penn	LEWISTOWN	PA	X
00283	GLC - Canonsburg	CANNONSBURG	PA	X
00284	GLC - Murrysville	MURRYSVILLE	PA	X
00286	GLC - Mt. Lebanon	MT LEBANON	PA	X
00296	GLC - Mansion	SUNBURY	PA	X
00771	GLC - Oil City	OIL CITY	PA	X
00772	GLC - HAIDA	HASTINGS	PA	X
00782	GLC - Kinzua	WARREN	PA	X
02078	GLC - Richland	JOHNSTOWN	PA	X
02079	GLC - Meyersdale	MEYERSDALE	PA	X
02104	GLC - Uniontown	UNIONTOWN	PA	X
02156	GLC - Summit	WILKES-BARRE	PA	X
02315	GLC - Tunkhannock	TUNKHANNOCK	PA	X
03926	GLC - Gettysburg	GETTYSBURG	PA	X
03959	GLC - Camp Hill	CAMP HILL	PA	X
03961	GLC - Clarion	CLARION	PA	X
03962	GLC - Waynesburg	WAYNESBURG	PA	X
03964	GLC - Hillview	ALTOONA	PA	X
03967	GLC - Titusville	TITUSVILLE	PA	X
04327	GLC - Walnut Creek	ERIE	PA	X
00318	GLC - Armour	ARMOUR	SD	X
00320	GLC - Ipswich	IPSWICH	SD	X
00321	GLC - Groton	GROTON	SD	X
00518	GLC - Covington Heights	SIOUX FALLS	SD	X
00596	GLC - Redfield	REDFIELD	SD	X
00974	GLC - Clark	CLARK	SD	X
00979	GLC - Arlington	ARLINGTON	SD	X
02196	GLC - Black Hills	RAPID CITY	SD	X
02198	GLC - Bella Vista	RAPID CITY	SD	X
02199	GLC - Lake Norden	LAKE NORDEN	SD	X
02200	GLC - Meadowbrook Manor	RAPID CITY	SD	X
02201	GLC - Mobridge	MOBRIDGE	SD	X
02203	GLC - Praire Hills	RAPID CITY	SD	X
02204	GLC - Pierre	PIERRE	SD	X
02743	GLC - Madison	MADISON	SD	X
04321	GLC - Watertown	WATERTOWN	SD	X
00037	GLC - Windwood	CLINTON	TN	X
00201	GLC - Alleghany	CLIFTON FORGE	VA	X
00204	GLC - Sleepy Hollow	ANNANDALE	VA	X
00246	GLC - Martinsville	MARTINSVILLE	VA	X
00248	GLC - Petersburg	PETERSBURG	VA	X
00254	GLC - Portsmouth	PORTSMOUTH	VA	X

4th QTR Winners   Final List
2014
Qualifies

Facility #	Name of Facility	City	State	
01033	GLC - Elizabeth Adam Crump	GLEN ALLEN	VA	X
02053	GLC - Shenandoah Valley	BUENA VISTA	VA	X
03684	GLC - Bayside of Poquoson	POQUOSON	VA	X
00323	GLC - Continental Manor	ABBOTSFORD	WI	X
00324	GLC - Continental Manor of Randolph	RANDOLPH	WI	X
00863	GLC - Court Manor	ASHLAND	WI	X
00865	GLC - Rib Lake	RIB LAKE	WI	X
00929	GLC - Beaver Dam	BEAVER DAM	WI	X
00930	GLC - Watertown	WATERTOWN	WI	X
00959	GLC - The Dorchester	STURGEON BAY	WI	X
00966	GLC - Riverdale	MUSCODA	WI	X
02607	GLC - Florence	FLORENCE	WI	X
02818	GLC - South Shore	ST FRANCIS	WI	X
02820	GLC - Valley of Hayward	HAYWARD	WI	X
00215	GLC - Morgantown	MORGANTOWN	WV	X

Deductibility of Nursing Home Costs as Medical Expenses

🕐 February 10, 2015   📁 Uncategorized

- Executive Directors
- Directors of Nursing Services
- Business Office Managers
- Business Office Consultants

Our residents and their families once again are requesting information regarding the deductibility of their nursing home costs. While we cannot offer or provide tax advice, it is necessary to be responsive in this area.

This year we have loaded the letters into the company's Intranet. The letters may be accessed by clicking on the link in the Resources section of the Facilities tab of the intranet labeled "Tax Deduction Letters."

The letters are identified with your LivingCenter ledger number. You will need to select your LivingCenter's letter and open it by clicking on the appropriate file name. This will open the file in Adobe Reader and you can print it.

The printed letter can then be copied and distributed to anyone requesting such information.

Questions:

Holley Crouse

holley.crouse@goldenliving.

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BEACH Training to Be Held Tuesday, Feb. 17

🕐 February 13, 2015   📁 Uncategorized

Ceres Purchasing Solutions will offer BEACH Training classes through the Learning Management System (LMS) site Tuesday, Feb. 17 from 9:30 to 11:30 a.m. CDT. The class will provide the best methods of using BEACH. We encourage all new BEACH users and existing users who need a little refresher course, to attend one of our BEACH sessions.

To enroll in the class, go to the intranet home page:

- Click on the **CORPORATE** tab.
- Under **QUICK LINKS** click **LEARNING MANAGEMENT SYSTEM** link.
- **Log in**
- Under Course Catalog click **BEACH**.
- Click on **ILT – INSTRUCTOR-LED TRAINING.**
- Under Options click on **SIGN UP.**

NOTE: If you sign up for the BEACH training class and realize later you will not be able to attend, please go into the Learning Management System site and unenroll.

BEACH Training Agenda

BEACH

- How to Log Onto BEACH
- BEACH Main Menu
- Catalog Links
- Special Links
- BEACH News
- Action Items

ORDERING SUPPLIES

- Finding Product (Including Advance Search)
- Routine Orders
- Editing an Order
- Submitting an Order
- Special Orders
- Capital Requisitions
- G/L Coding

APPROVAL PROCESS

- Supply Approvals
- Capital Approvals
- Invoice Approvals

REPORTS

- Purchase Order Summary Report
- Purchase Order/Invoice Lookup
- General Ledger Spending Report

RETURNS PROCESS
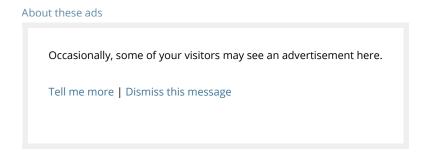
- Medline Returns Process
- All Other Suppliers Return Processes

SUPPORT

- Technical Assistance
- BEACH Assistance (How to Questions)
- On-Line Help
- Interactive Tutorial

Questions:

If you have questions concerning the BEACH Training class or have issues enrolling, please contact CERES Customer Service at (800) 677-6447.

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Related

| Beach Training Being Held Tuesday June 17, 2014 | Beach Training – Tuesday July 16, 2014 | BEACH Training to Be Held Tuesday, Sept. 23, 2014 |

Private Portion Calculation Worksheet Revised

🕐 February 10, 2015   📁 Uncategorized

- Executive Directors
- Facility Business Office Coordinators
- CBO Medicaid Billers
- CBO Managers
- CBO Directors
- Business Office Consultants
- Directors of Business Office Operations

The following revisions were made to the Private Portion Calculation Worksheet:

- Boxes were added to record the date that the worksheet is completed and the printed name and signature of the person completing it
- Box labeled "Effective Date of Change" was changed to "Private Portion Effective Date"

The revised worksheet (dated February 2015) should be used effective immediately and all older versions destroyed. The Private Portion Calculation Worksheet was placed in the Policy Center, and can be accessed as follows:

- Click the Policy Center icon on the company homepage
- Click "Documents" on the blue tab at the top
- Select site "Golden Living Centers" or "Golden Living Centers (Covered)", as applicable.
- Click "All Documents" on the left to access "Published" documents
- Click the + symbol to expand the "Business Office" folder
- Click on "Business Office Forms"

Questions?

Contact your Director of Business Office Operations

Benefits News

Quick Links

livewise. livewell.
Better Health is Golden

Golden Perks Online Shopping Portal
Where employees and family members shop online for over 100,000 name brands at hundreds of your favorite retailers, local discounts and events, and theme park tickets.
(**use Referral Code 7DYSTZ**)

Purchasing Power
Exclusive access to savings on electronics, appliances, theme park tickets and more. Eligible employees can shop online and make payments through payroll deduction.
(**use Promo Code GOLDENVIP**)

YourGoldenBenefits.com
24/7 access to benefit plan information, details, claim forms, links to vendor websites, and more.

PeopleSoft Self Service Guide
Instructions on how to access PeopleSoft Self Service to manage/update your personal information such as:
- mailing address
- phone numbers
- email addresses
- beneficiary changes
- emergency contact information

Questions?
Speak with a Benefit Specialist by calling the HR Service Center at 800-777-2363 options 2, 2, 1. Hours are 7:30 a.m. to 5:30 p.m. CT, Monday - Friday.

Share Benefits News with others and stay informed.

Know Your Numbers Winners Announced

We are pleased to announce our Know Your Numbers (KYN) prize winners! Each of these employees participated in our KYN health screening during 2014 in order to qualify for a better tier level of coverage in 2015. As winners, each receive a $50 VISA gift card!

Congratulations to these Winners!

Yakov Peysekhman, GL-North Willow, Indianapolis, IN

William Kiragga, GL-Attleboro, Waltham, MA

Rainelda Lariosa, DOR 1H – 10, Martin, TN

Marca Smith, Corporate OH – 3, Dawsonville, GA

Michelle Kesich, GL-Heritage Square, Greendale, WI

Patricia Waide, GL-Scranton, Mount Cobb, PA

Tamara Ellis, AseraCare Hospice-Omaha, Council Bluffs, IA

Edward Martucci, GL-West Newton, Nashua, NH

Jesse Booth, GL-Plattsmouth, Plattsmouth, NE

Melissa Pica, DOR 2H – 25, Moosic, PA

Don't Forget to Schedule Your 2015 Annual Screening

New Golden Health Plan members and repeat participants should take advantage of the KYN health screening annually, not only for an opportunity to be a $50 VSA gift card winner, but to qualify for a better tier level of coverage and detect health risks early before they become serious.

Golden Health Plan members can get their annual screening at:

- Onsite Health Screening Events offered June through August at select Golden LivingCenter and AseraCare locations, or

- Your network healthcare provider. Take the [Wellness Screening Results Form (WSRF)](#) with you to your provider health screening. Remember, schedule early because the deadline for Provant to receive WSRF is November 15.

Visit **YourGoldenBenefits.com** for all your benefits information any time.

Spend Down Your HCSA and DCAP — Deadline Coming Soon

Filing Deadlines for Reimbursement from 2014 Account Balance

HCSA claims must be incurred by Dec. 31, 2014; DCAP claims must be incurred by Mar. 15, 2016.	Deadline to submit 2014 claims for reimbursement is March 31, 2015.	* Up to $500 of HCSA balance can carry over to your 2015 account.	DCAP funds remaining in your account after the March 31 filing deadline are forfeited.

* Click here for details about the automatic carryover up to $500 of unused HCSA funds into 2015.

Questions?
HR Service Center
888-777-2363 options 2,2,1 or
HRSC@goldenliving.com.

Visit **YourGoldenBenefits.com** for all your benefits information any time.

Contact ADP if you have questions about using your funds.

FSA Hotline: 800-304-9553

To view your balance and claims and for a list of eligible expenses, visit Myspendingaccount.adp.com

Golden HSA Members —
When Funding Begins in Your Account

If you have a 2014 Health Care Spending Account (HCSA) balance at the end of December, contributions to your Golden Health Savings Account (HSA) may be delayed. Here's how funding will work:

- In order to begin funding and adding money to your Health Savings Account (HSA), the IRS requires that you have a zero balance in your 2014 HCSA account. The tax laws prohibit having money available from both accounts at the same time.

- If you have a "zero" balance in your 2014 HCSA at the end of December, your HSA payroll contributions will begin in January 2015. The employer pay period contributions to your HSA will also begin in January.

- If you have a balance in your 2014 HCSA at the end of December, your HSA payroll contributions will begin approximately six weeks after the claim submission deadline for the 2014 plan year, or about May 15. The employer pay period contributions to your HSA will begin at the same time.