

APEX Staffing Service, Inc.

# The APEX Gazette

## APEX Staffing Service, Inc. STATE OF THE AGENCY ADDRESS September 1<sup>st</sup>, 2009

Hello APEX Employees, APEX Office Personnel and APEX Officers. This is the Annual Report for 2009 on the status of our Company, its direction and our future plans.

Let me first start off by saying not a day goes by that both Cindy and I are truly, truly thankful for being associated with you! And literally working side by side with most of you has given us more insight to just how wonderful a team we have. The experience, caring and professionalism you bring is why this company is so successful. But with success goes challenging times as well.

This time of year is usually our “slow” time and it’s where I start telling our staff, “We may go down to 3 or 4 days per week, but it will pick up”. And indeed, business has picked up, but not as briskly as we had expected, obviously due to the economy. Hospitals are trying to scale down their needs, run 3 person teams instead of 4, have their own staff pick up more shifts and more call days, etc. But we all know what happens with that way of thinking; the hospital staff starts getting overworked, burnt out, sick and maybe even decides to quit. But what is APEX doing about the current situation?

We are aggressively marketing not only to Cath Labs that we are currently not contracted with, but to all of the Interventional Radiology areas of both contracted *and* non-contracted hospitals. We are partnered with third party companies that staff hospitals and have acquired more travel contracts as well. In a nutshell, we at APEX are not waiting for the work to come to us.

I want to thank everyone for being so understanding during these times. Splitting shifts, working further away from home, taking more call, taking a day or two (or more) off, being cancelled, working half a shift and many schedule changes; we have all been team players. Not one person has complained as we have tried to work through this. Is it going to get better? Of course it is. When? That’s the tough question. Just know that we are out there trying to acquire new accounts and expand our services even more.

As always, my phone is always on. If I am not in a 2 hour meeting, I will return your call usually within a half hour or sooner. If you have any concerns, questions, suggestions, constructive criticism, referrals or ideas, call me. I am approachable and I will listen. If we did not have your best interest in mind, you would not be here and there would not be an APEX, plain and simple. Together, we can grow, not only as a company, but in our abilities and responsibilities. And that’s always a good thing.

Sincerely,

Nick Saucedo Jr. RT, CEO  
APEX Staffing Service, Inc.



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## 'Tis the Season.....For Flu Shots!!!!

We have heard several different reports regarding this year's flu vaccines. We decided to go right to the source and consulted the CDC's 2009-2010 recommendations for Health Care Personnel (HCP). The CDC recommends that all HCP receive an annual flu vaccine. Healthy HCP can transmit influenza to our less than healthy patients, therefore increasing the risk of spreading the influenza virus. The Joint Commission, in 2007, made it a standard that employers of HCP offer annual influ-

enza vaccines to all employees.

This year with the threat of the HINI virus, we are hearing about Mandatory vaccines for HCP, in fact, The Infection Disease Society of America is calling for mandatory vaccines for all HCP.

We currently have two hospitals that are requiring not only their own employees, but all registry to have this year's flu vaccine. Anyone declining will be required to wear a mask at all times when inside the hospital.

We are strongly encouraging

everyone to get their flu vaccine this year. APEX Staffing will be sending out Consent and Declination forms for all active employees to fill out. We will be sending anyone interested in receiving the vaccine to Concentra. Please contact the APEX office ASAP to schedule your flu vaccine. Consent and/or Declination forms must be returned to the APEX office by September 29th. Those employees who staff Riverside and Los Robles will have an additional form to fill out



## Time Sheets

Wow! I cannot even believe that this needs to be addressed....again. Just to be clear, timesheets are due WEEKLY at the end of each work week. Time-sheets that are not turned in by Monday evening for the previous work week will be considered late. Late time sheets will be accepted but the employee will not be eligible for direct deposit for that pay

period. Paychecks will be issued and mailed two days before pay day. If time sheets have not been received by then, paychecks will still be issued less the missing hours.



## CEU's

We really , Really, REALLY, need your CEU certificates. We were recently audited by one of our contracted hospitals and were dinged on not having copies of CEUs on file. The following are a few sites where you can earn FREE CEU credit.

[www.cardiovillage.com](http://www.cardiovillage.com)

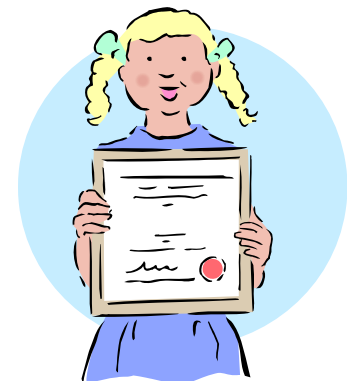
[www.arst.org](http://www.arst.org)

[www.arrrt.org](http://www.arrrt.org)

[www.bostonscientific.com](http://www.bostonscientific.com)

Please complete a few and send us a copy of the certificate via mail, e-mail or fax.

Thank you.



## Inside Story Headline

This story can fit 150-200 words.

One benefit of using your newsletter as a promotional tool is that you can reuse content from other marketing materials, such as press releases, market studies, and reports.

While your main goal of distributing a newsletter might be to sell your product or service, the key to a successful newsletter is making it useful to your readers.

A great way to add useful content to your newsletter is to develop and write your own articles, or include a calendar of upcoming events or a special offer that promotes a new product.

You can also research articles or find "filler" articles by accessing the World Wide Web. You can write about a variety of topics but try to keep your articles short.

Much of the content you put in your newsletter can also be used for your Web site. Microsoft Publisher offers a simple way to convert your newsletter to a Web publication. So, when you're finished writing your newsletter, convert it to a Web site and post it.



Caption describing picture or graphic.

## Inside Story Headline

This story can fit 100-150 words.

The subject matter that appears in newsletters is virtually endless. You can include stories that focus on current technologies or innovations in your field.

You may also want to note business or economic trends, or make predictions for your customers or clients.

If the newsletter is distributed internally, you might comment upon new procedures or improvements to the business. Sales figures or earnings will show how your business is growing.

Some newsletters include a column that is updated every issue, for instance, an advice column, a book review, a letter from the

president, or an editorial. You can also profile new employees or top customers or vendors.

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*"To catch the reader's attention, place an interesting sentence or quote from the story here."*

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## Inside Story Headline

This story can fit 75-125 words.

Selecting pictures or graphics is an important part of adding content to your newsletter.

Think about your article and ask yourself if the picture supports or enhances the message you're

trying to convey. Avoid selecting images that appear to be out of context.

Microsoft Publisher includes thousands of clip art images from which you can choose and import into your newsletter.

There are also several tools you

can use to draw shapes and symbols.

Once you have chosen an image, place it close to the article. Be sure to place the caption of the image near the image.



Caption describing picture or graphic.

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And now....on the lighter side.



### A Doctor, a Nurse and a Shredder

A nurse was leaving the hospital one evening when she found the doctor standing in front of a shredder with a piece of paper in his hand.

"Listen", said the doctor, "this is important and my assistant has left. Can you make this thing work?"

"Certainly", said the nurse, flattered that the doctor had asked her for help.

She turned the machine on, inserted the paper and pressed the start button.

"Excellent! Excellent!" said the doctor as his paper disappeared inside the machine.

"I need two copies of that"

### True Medical Stories

#### Five Minutes

A hospital posted a notice in the nurse's lounge saying: "Remember, the first five minutes of a human being's life are the most dangerous." Underneath, a nurse had written: "The last five are pretty risky, too."