Ninilchik Traditional Council
P.O. Box 39070
Ninilchik, AK 99639

ninilchiktribe-nsn.gov
Phone: (907)567-3313
Fax: (907)567-3308
Main email: ntc@ninilchiktribe-nsn.gov

Are you planning to move or change your contact information:

Let Us Know!

Tribal Members are encouraged to contact NTC Enrollment Officer Christina Pinnow at the NTC Administrative Office to keep their information up to date.
Those on the general public mailing list may contact the NTC Administrative Office front desk.
Please call (907)567-3313 to make sure we can stay in touch.

Thank you!

Ninilchik Traditional Council

December 2017
January 2018

NINILCHIK VILLAGE TRIBE • NIQNALCHINT QAYEH KENU •

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Upcoming Closure Dates
NTC Offices will be closed on:
January 1st for New Year's Day

Council Meeting Schedule
The next regular Council Meeting is scheduled for:
Thursday, January 11th at 10:00 a.m.

The NTC Regular Council Meetings take place at the NTC Administration Conference Room at 15910 Sterling Highway. The meetings are open for tribal members to attend and participate in the visitors' comments and question session.

There are

THREE $100.00 DOOR PRIZE DRAWINGS

for visiting tribal members at each meeting!

Front, back, and center inlay photos provided by Maria Goins and Maureen Todd
We would like to invite your photo submissions for possible use
as future newsletter adornments. You can email us at ntc@ninilchiktribe-nsn.gov

Event Calendar: January 2018

SUN	MON	TUE	WED	THU	FRI	SAT
Call Tammy Z to schedule personal training sessions. 907-2525115 Call Elise to schedule a table or chair massage. 907-252-9544 Call Cat to schedule a chiropractic appointment. 415-608-7559	1 *Happy New Year* NTC Closed **NO Elders Luncheon** *Health & Wellness Club closed*	2 Life Skills 3:30-5:30 p.m. Jr. NYO 3:45-4:45p.m.	3 Study Hall 3:30-5:30 p.m.	4 Hatha Flow 10:15-11:15a.m. Life Skills 3:30-5:30 p.m. Jr. NYO 3:45-4:45p.m.	5 Teen Night 3:30-8:30 p.m.	6
7	8 Elders Luncheon 12 pm Vinyasa Yoga 12:15-1:00 p.m. Study Hall 3:30-5:30 p.m.	9 Restoritive Yoga 10:15-11:30 a.m. & 5:15-6:15 p.m. Jr. NYO 3:45-4:45p.m. Life Skills 3:30-5:30 p.m.	10 Study Hall 3:30-5:30 p.m.	11 **Regular Council Meeting 10a.m.** Hatha Flow 10:15-11:15 a.m. Jr. NYO 3:45-4:45p.m. Life Skills 3:30-5:30 p.m.	12 Teen Night 3:30-8:30 p.m.	13
14	15 NTC Closed Elders Luncheon 12 pm *Health & Wellness Club closed* Community Gathering 10:00a.m.–12:00 p.m. @ The Community Center	16 Restoritive Yoga 10:15-11:30 a.m. & 5:15-6:15 p.m. Life Skills 3:30-5:30 p.m. Jr. NYO 3:45-4:45p.m.	17 Study Hall 3:30-5:30 p.m.	18 Hatha Flow 10:15-11:15 a.m. Life Skills 3:30-5:30 p.m. Jr. NYO 3:45-4:45p.m.	19 Teen Night 3:30-8:30 p.m.	20 Girls Youth Day Outing
21	22 Elders Luncheon 12 pm Vinyasa Yoga 12:15-1:00 p.m. Study Hall 3:30-5:30 p.m.	23 Restoritive Yoga 10:15-11:30 a.m. & 5:15-6:15 p.m. Life Skills 3:30-5:30 p.m. Jr. NYO 3:45-4:45p.m.	24 Study Hall 3:30-5:30 p.m.	25 Hatha Flow 10:15-11:15 a.m. Life Skills 3:30-5:30 p.m. Jr. NYO 3:45-4:45p.m.	26 Teen Night 3:30-8:30 p.m.	27
28	29 Elders Luncheon 12pm Vinyasa Yoga 12:15-1:00 p.m. Study Hall 3:30-5:30 p.m.	30 Restoritive Yoga 10:15-11:30 a.m. & 5:15-6:15 p.m. Life Skills 3:30-5:30 p.m. Jr. NYO 3:45-4:45p.m.	31 Study Hall 3:30-5:30 p.m.			

Event Calendar: December 2017

SUN	MON	TUE	WED	THU	FRI	SAT
31	Call Tammy Z to schedule personal training sessions. 907-252-5115 Call Elise to schedule a table or chair massage. 907-252-9544 Call Cat to schedule a chiropractic appointment. 415-608-7559	Dec 27th-29th & Jan 2nd-5th Teen Center open for Winter Break activities! See Behavioral Health Services Facebook page for updates.			1	2
3	4 Elders Luncheon 12 pm Vinyasa Yoga 12:15-1:00 p.m. Study Hall 3:30-5:30 p.m.	5 Restoritive Yoga 10:15-11:30 a.m. & 5:15-6:15 p.m. Life Skills 3:30-5:30 p.m. Jr. NYO 3:45-4:45p.m.	6 Study Hall 3:30-5:30 p.m.	7 Hatha Flow 10:15-11:15 a.m. Life Skills 3:30-5:30 p.m. Jr. NYO 3:45-4:45p.m.	8 Teen Night 3:30-8:30 p.m.	9
10	11 Elders Luncheon 12 pm Vinyasa Yoga 12:15-1:00 p.m. Study Hall 3:30-5:30 p.m.	12 Restoritive Yoga 10:15-11:30 a.m. & 5:15-6:15 p.m. Life Skills 3:30-5:30 p.m. Jr. NYO 3:45-4:45p.m.	13 Study Hall 3:30-5:30 p.m.	14 Hatha Flow 10:15-11:15 a.m. **Regular Council Meeting 10:00 a.m.** Life Skills 3:30-5:30 p.m. Jr. NYO 3:45-4:45p.m.	15 Teen Center Holiday Movie Night 7:00 p.m.	16
17	18 Elders Luncheon 12 pm Vinyasa Yoga 12:15-1:00 p.m. Study Hall 3:30-5:30 p.m. .	19 Restoritive Yoga 10:15-11:30 a.m. & 5:15-6:15 p.m. Life Skills 3:30-5:30 p.m. Jr. NYO 3:45-4:45p.m.	20 Study Hall 3:30-5:30 p.m.	21 Hatha Flow 10:15-11:15 a.m. Life Skills 3:30-5:30 p.m. Teen Night 3:30-8:30 p.m. (due to last day of school) Jr. NYO 3:45-4:45p.m.	22 NTC Closed *Health & Wellness Club closed* *Teen Center Closed*	23 *Health & Wellness Club closed*
24	25 *Merry Christmas* NTC Closed **NO Elders Luncheon** *Health & Wellness Club closed*	26 Restoritive Yoga 10:15-11:30 a.m. & 5:15-6:15 p.m. Life Skills 3:30-5:30 p.m. Jr. NYO 3:45-4:45p.m.	27 Study Hall 3:30-5:30 p.m.	28 Hatha Flow 10:15-11:15 a.m. Life Skills 3:30-5:30 p.m. Jr. NYO 3:45-4:45p.m.	29 Teen Night 3:30-8:30 p.m.	30

Who We Are

The Ninilchik Village Tribe is made up of approximately 900 Members who trace their roots to the Ninilchik tribal lands as well as other Bureau of Indian Affairs-recognized Alaskan Natives and American Indians who have settled in the tribal boundaries and have applied, and been accepted for membership. The governing body of the Ninilchik Village Tribe, the Ninilchik Traditional Council, is presided over by a board of directors of 5 council members elected by the voting tribal membership to 3 year terms. The Council directs executive staff using the Ninilchik Village Tribe's Organic Documents, which are set by the voting tribal membership to exercise tribal operations and tribal sovereignty, as guidelines.

NTC Board of Directors

Richard 'Greg' Encelewski	William 'Dean' Kvasnikoff	Whitney Schollenberg	Jamie Leman	Kenny Odman
President/ Chairman	Vice President	Secretary & Treasurer	Director	Director

Ivan Z. Encelewski
NTC Executive Director

NTC Department Directors

Bob Crosby, Housing Director	**Christina Pinnow,** Tribal Services Director
Maria Goins, Chief Financial Officer	**Shelley Self,** Deputy CEO
Janet Mullen, Tribal Health Director	**Darrel Williams,** Resource & Environ. Director

NTC Staff

David Bear, EMS Assistant
Darla Bradley, Administrative Assistant
Denise Brock, Case Manager/Registered Nurse
Maria Calhoun, Behavioral Health Services Counselor
Hunter Cooper, NYO Coach
Joseph Cooper Sr., CDL Driver
Jenn Day, Clinic Administration & Patient Account Specialist
Zoe Dixon, Clinic Front Desk Receptionist Fill-In
Maricel Folkert, Community Health Aide/Medical Assistant
Eric Hanson, Facilities Manager
Annette Hubbard, Outreach Specialist/BHA
Robert Johnson, Jr., Biologist
Terri Leman, HWC Attendant/Clinic Reception Fill-In
Katie Matthews, Outreach Specialist
Leslie McCombs, Clinic Front Desk Receptionist
Jennifer Miller, Clinical Medical Biller
Perry Miller, Systems Administrator
Shanna McGrath, Dietitian
Alicia Morris, Social Services Assistant
David Nordeen, Maintenance Laborer
Jamie Oskolkoff, Tribal Services Assistant
Michael Pinnow, Assistant Maintenance Laborer
Christine Prokop, Behavioral Health Services Manager
Nancy Pulliam, Assistant Maintenance Laborer
Daniel Reynolds, Resource Technician
Diane Reynolds, NTC Procurement & Contracting Officer
John Russo, Plumber
Cynthia Schnabl, HWC Attendant Fill-In
Dr. Sarah Spencer, Medical Provider
Elise Spofford, Yoga Instructor
Bettyann Steciw, Social Services & ICWA Specialist
Stephanie Stillwell, Registered Nurse/CHA
Tiffany Stonecipher, Elders Outreach Program Coordinator
Anna Sutton, Clinic Information Coordinator
Maureen Todd, Native Connections Project Manager
Laura Ullman, Patient Advocate/Case Manager
Stormy Walkoff, Secretary/Receptionist
Brie Wallace, Health & Wellness Club Manager
Carrie Warren, Family Nurse Practitioner
Catherine West, HWC Attendant Fill-In
Gina Wiste, Environmental Technician
Lisa Zatz, Family Nurse Practitioner
Tammy Zweiacher, Personal Trainer
Stanley Parkinson, CDL Driver

The Cheeky Moose

Robin Jamie, Manager	**Paula Hall,** Deli Worker/Barista
Melissa Lancaster, Deli Worker/Barista	**Donna Stahura,** Deli Worker/Barista

Executive Director's Address

I hope everyone is having a wonderful winter in these brisk of times. Things at the tribe are continuing to move forward in a positive direction. We held our 2017 Annual Meeting on November 18th. Congratulations to Greg and Dean on their reelection to the Council. As you may be aware, the meeting was held at our Ninilchik Village Tribe Community Center. We recently finished the final touches on the building with acoustic paneling. The wall panels represent spectacular photography from our own artists, Brie Wallace and Whitney Schollenberg. In addition, we recently received approval from the Department of Environmental Conservation (DEC) on our kitchen at the Community Center. This ensures that the facility is DEC approved for rental functions. Tiffany Stonecipher deserves a massive shout out for her tremendous work in getting this facility completed and approved. Thank you!

Most of you have also received a copy of the 2017 Annual Report for the tribe. While it contains a great deal of information and reading, I would highly encourage you to peruse it at your leisure. This published book contains detailed reports from all our departments along with our annual audit report and financial status. The pages are glossy print and don't burn well so why not check out all the hard work of our staff and council throughout the year.

Our newly implemented transportation service is currently running and I would encourage all community members and visitors to check it out. The schedule is listed here in the newsletter and we are currently running to Soldotna and Kenai. We intend to add a southern route to Homer shortly when logistics are completed.

We are continually working to provide employment opportunities for our people and the tribe is an excellent employer with great benefits. I highly encourage members to visit the website for job openings and apply for positions. We currently have an opening for a Registered Nurse and we are very competitive with other companies in regards to pay and benefits.

Don't forget that the next regularly scheduled Council meeting is set for January 11th, 2018 at 10:00 a.m. Tribal Members are encouraged to attend and we look forward to seeing you there. Merry Christmas and Happy New Year!

Sincerely,

Ivan Z. Encelewski

NTC Executive Director

The Cheeky Moose

The Cheeky Moose

Laundromat, Showers, Tanning, and Deli & Espresso

Open weekdays 8:00 a.m.-8:00 p.m. (closed on Thursday)

Open Saturday & Sunday 9:00 a.m.-7:00 p.m.

Deli open until 4:00pm

Fresh Homemade Soups

Monday– Cheesy Broccoli

Tuesday– Zuppa Toscano

Wednesday– Turkey with Wild Rice

Thursday- CLOSED

Friday- Clam Chowder

Saturday & Sunday– Chili

Breakfast Sandwiches

Egg and cheese with sausage, bacon, or ham on a croissant or English muffin

Variety of grilled or deli style sandwiches served with homemade salsa and chips

For more information about The Cheeky Moose please contact Robin Jaime at 907-235-5900 or Robin@ninilchiktribe-nsn.gov

Library Updates/Events

NTC would like to remind you that we provide services, such as a public computer, internet access, black and white (or color) copies, and faxing services here at the Ninilchik Traditional Council Administrative Office. There is no charge for Ninilchik Tribal Members and family.

The Niqnalchint Library is open to lending to all of our community members.
We offer Children's Books, Alaska Non-Fiction, Fiction, Crafts & Hobbies, Movies and much more.
All you need to do is fill out a short application here at our Administrative Office.

Is there anything you would like the Tribal Library to have on the shelves?
Anything you would like the Tribal Library to provide?
Please let us know. We will gladly add it to our collection!

Tahyiga Book Club

The Tahyiga Book Club meets monthly to discuss contemporary Alaskana and world literature, focusing on indigenous and cultural identity themes. If you are interested in new, engrossing novels with multicultural views please come and participate! The club will meet one Friday a month at 3:30 PM at the NTC Administration Conference Room. Joining the Book Club is free and open to the public. Signing up is easy. Just call or email. The contact information is at bottom of the page.

REGISTERED NURSE
VACANCY ANNOUNCEMENT

ANNOUNCEMENT DATE: November 21, 2017 **CLOSING DATE:** When Filled
POSITION TITLE: Registered Nurse **POSITION BEGINS:** When Filled
POSITION TYPE: Full Time: Classified @ 40 hours/week **SALARY:** DOE

POSITION SUMMARY:
This position provides professional nursing services to accomplish the individual patient plan of care; independently and consistently using the nursing process to safely, therapeutically, and efficiently care for patients with subtle and sometimes unidentified needs. The Registered Nurse supports the operations of the Ninilchik Traditional Council Community Clinic (NTCCC).

*Applications are available at the NTC office or online.

North (Red Line)		
Ninilchik	9:30 a.m.	1:30 p.m.
Clam Gulch	9:50 a.m.	1:50 p.m.
Kasilof	10:05 a.m.	2:00 p.m.
Fred Meyer	10:25 a.m.	2:20 p.m.
Walmart	10:50 a.m.	2:45 p.m.
Dena'ina	11:10 a.m.	3:00 p.m.
Walmart	11:15 a.m.	3:15 p.m.
Fred Meyer	11:40 a.m.	3:40 p.m.
Kasilof	12:00 p.m.	4:00 p.m.
Clam Gulch	12:15 p.m.	4:10 p.m.
Ninilchik	12:35 p.m.	4:35 p.m.

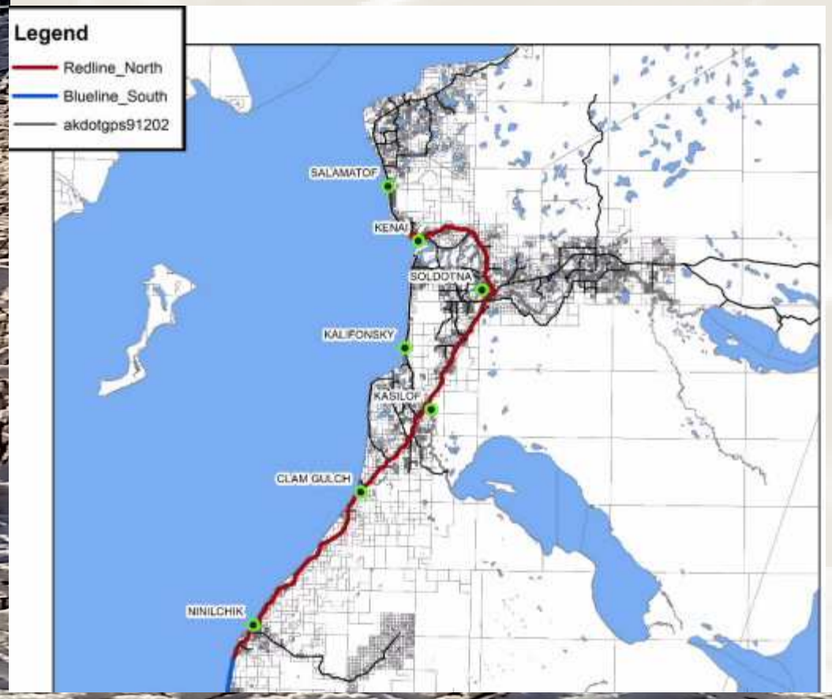
Startup schedule:

Monday, Wednesday, Friday

Cost:

$10.00 Round Trip

$7.00 One Way



"When you do something beautiful and nobody noticed, do not be sad. For the sun every morning is a beautiful spectacle and yet most of the audience still sleeps."
John Lennon

Hello wonderful Tribal members,

By the time you read this the Winter Solstice would have come and gone, and this means we are heading back toward summer again. Yippeeeeeeeeeeeeee!

I like to point out during the winter months that this is a good time to take a good look around your home to see how you can make your home more energy or heat efficient. On January 1st 2018, HEA will be doing another 4% rate increase. Making your home more energy and heat efficient should always be a priority.

Do you feel drafts around the doors, windows, electrical plates or light switches? All of these are signs of heat loss through drafts in your home. This is the first law of thermodynamics. Think of it as heat chasing to get to the cold and in doing so it's taking not only your valuable heat with it, but it's also taking moisture with it in the form of condensation. This is where potential problems start to happen because that moisture is getting trapped within the walls and over time will cause the insulation to sag and fail; wall joists and walls will start to rot out. Mold will start to form in the walls and often this is the Black Mold type which is not good for anyone to be breathing. With a little spray foam, caulking and gaskets for the electrical and switch outlets you could make a difference in your heating bills, and be saving your home in the process. Do you have windows that are fogging up? This is a sign of the window losing heat through a broken seal and it should either be repaired or replaced.

Have you taken the plunge and started trading out your home lights with LED lights yet? Most LED lights use about 30% of the electricity of a regular bulb. So the equivalent of a 100 watt bulb is usually around 30 watts used with a LED bulb. They come in bulbs to be used in your existing fixtures or you could trade out with a new LED fixture. They do make 4 foot LED bulbs for the florescent lights. With these you will most likely remove the ballast and do an easy rewire to the tombstones (what the end of the bulbs plug into). Instructions for what you will need to do to convert the lights over will be included with the bulb.

I would like to suggest that you apply for the Weatherization Program to help you obtain the materials for doing this work on your home. If eligible, we will purchase up to $2,000 in materials for you to put into your home. If this sounds like something you would be interested in, I do have applications here at the office and also in PDF format on the Housing Webpage at:

http://www.NinilchikTribe-nsn.gov/departments-and-services/housing/

I want to wish you and your families a wonderful and safe Merry Christmas and a wonderful start to the coming New Year.

Bob

NINILCHIK HEALTH & WELLNESS CLUB

P 907.567.3455
F 907.567.3578
hwc@ninilchiktribe-nsn.gov
www.ninilchikhealthclub.com
15973 Sterling Hwy
Ninilchik, AK 99639

OPEN M-F 7AM-8PM • SAT 8AM-2PM | CLOSED DEC. 22-25; JAN. 1; JAN. 15

YOGA

Elise currently has three different classes here at the Club, along with specialty workshops.
Join Elise on December 14th, from 5:30-7pm for Yin & Yamas!

The origins of yogic philosophy began with Patanjali's Sutras. In Yin & Yamas, I look forward to reflectively exploring the Yamas with you, and the transference of this ancient wisdom to the postmodern world that we live in. Yin postures will be sequenced with guided meditations on the five Yamas ~ Ahimsa, Satya, Asteya, Brahmacharya and Aparigraha.

Mondays	12:15-1:00 P.M. *Vinyasa*
Tuesdays	10:15-11:30 A.M. *Restorative*
	5:15-6:15 P.M. *Vinyasa*
Thursdays	10:15-11:15 A.M. *Hatha Flow*

BOOT CAMP IN JANUARY

Mark your calendars now for new Boot Camps starting January 15th. Tammy Z. will be leading a high-intensity Boot Camp four days a week at 6am and a low-impact Boot Camp twice a week at 9am. Both will run for four weeks. Classes will require pre-registration and pre-payment. Sign-up sheets will be posted in early January.

PRICE INCREASE NOTICE // DECEMBER SALE //

We will be increasing the fees for monthly membership this January. Prices will increase by $5. Pay in December, and you can pay for as many months as you'd like at our current prices! All of January, BUY 2 months, Get 1 FREE!! We appreciate your business and love helping to keep our community healthy!

Elders Outreach Program

The Elders Outreach Program provides a luncheon at noon at the Subsistence Building every Monday. This *includes* **ALL HOLIDAYS NTC** may be closed for, however, **the luncheon is still provided on these dates**.
The luncheons coming up for the following months are as follows;

Mondays in December 2017: 4TH, 11TH, and 18TH
Mondays in January 2018: 8th, 15th, 22nd and 29th
Mondays in February 2018: 5th, 12th, 19th and 26th

NO LUNCHEON DECEMBER 25TH & JANUARY 1ST

As a friendly reminder, the luncheon exists to serve as a social space for Enrolled Tribal Elders to gather, share & visit. Elders are encouraged if they'd like to bring a guest, family or be accompanied by a caregiver to do so, there is a suggested donation box at the back for this purpose. While it is a provided luncheon for Elders to attend, it also serves many homebound Elders who cannot drive or have other needs that prevent them from attending.

The Elders Outreach department purchased a large industrial VacPac Machine and a grinder this last summer, if it is a tool you would like to utilize, please call my office and I can help facilitate this service.

If you are in need of assistance for clinical visits, medication/prescription pickups and drop offs, grocery trips or referrals for other services, please call my cell phone at 907-953-0273 or my office number 907-567-3331

Thank you to all those who have continued to donate their time, resources and knowledge to the Elders Outreach Program. It is with your continued support that this program continues to flourish.

I hope everyone has a Merry Christmas and from the Elders Outreach Program office, I wish you all a blessed and safe New Year!

Warm regards,
Tiffany
Elders Outreach Program

For more information about NTC's Elders Outreach Program please contact Tiffany Stonecipher at 567-3331 or email Tiffany@ninilchiktribe-nsn.gov

TRIBAL HEALTH DIRECTOR'S REPORT

* Katie Mathews is our new Outreach Specialist. She holds Study Halls, Life Skills, Teen Center and works with the youth in establishing goals and objectives for graduation planning, completing homework assignments, and journaling in self-exploration. Students are learning innovative ways on managing their time and learning to express their personal feelings and life events that affect their day to day well-being.

* Dr. Spencer's schedule is Monday, Tuesday and Friday. In addition to her regular Family Practice she provides manipulation, Cold Laser Therapy and Addiction Medicine (Thursdays). Carrie Warren, ANP is in the clinic Monday – Thursday. Carrie specializes in family practice but also works with pediatrics. She is providing medical weight loss management through our WRAP (Weight Reduction Assistance Program) program. Lisa Zatz, ANP is in the clinic 3 days per week, Wednesday, Thursday and Friday. She is also the Health coach for the WRAP program.

* The **clinic** will be **closed on January 2nd from 9:00 am-1:30 pm and February 1 from 9:00 am-1:30 pm** for training. We will also be closed every 2nd Tuesday and every 4th Wednesday from 9:00 am – 11:00 am for staff meetings.

* We have a No-Show policy at the clinic which we will be enforcing. We are a very busy clinic and at times we can't schedule people in. When people don't show up for appointments, this affects those really sick people who tried to get in and couldn't because the slots were booked. It also affects all the clinical staff when planning their day and preparation for appointments. If patients don't show up for their appointments two times in a row, they will receive a letter from the clinic. If they don't show up a third time in a row then the patient will no longer be eligible for appointments and will have to walk-in and wait for an available provider.

* Please feel free to fill out a Customer Satisfaction Survey after each visit and let us know how we are doing. They are available on the NTC website, via computer, set up in the clinic hallway, or in paper form at the front desk. These are anonymous or you can put your name. Included is a question about whether you want to receive your appointment reminders via text. If you say yes, don't forget to let the front desk know, so we can document this in your chart. You can also write it on the survey as well.

* We have a sonographer here once per month from South Peninsula Hospital who completes Ultrasounds.

* If you are interested in joining the Follow My Health patient portal to view your labs, send messages to a provider or update your information, please give your email address to the front desk person, who will enter it in the system. You will then receive an invite to the portal, which will give you access to your health record. This will also be a way to get reminders about annual exams and other pertinent information.

* If you are scheduled for an annual medication refill, you will be scheduled for an annual exam and labs. Your labs will not be drawn on the same day as your annual exam as these are typically in the afternoon and you won't want to fast that long.

* We have increased our Outreach to include adults and are looking at more opportunities for sober free events. We would like to hear from you about activities that you would like to have in the community.

For more information about NTC's Community Clinic please contact Janet Mullen at 567-3970 or Janet@ninilchiktribe-nsn.gov

SUBJECT: APPOINTMENT NO-SHOWS

PURPOSE:

It is the policy of NTCCC to monitor and manage appointment no-shows. Any patient who fails to arrive for a scheduled appointment without canceling the appointment is considered a "no-show." A no-show non-beneficiary patient, after three consecutive no shows, will be considered a chronic no-show. This will be based on whether the patient was given a reminder call and/or has cognitive impairments.

PROCEDURES:

1. A chronic no-show patient will be notified of the no-show policy at the time of initial registration. The no-show policy is provided in writing upon the patient's arrival, along with the NTCCC's registration forms. The policy is also displayed on NTCCC's website/patient portal.
2. A patient's appointment status is automatically or manually updated by marking the system for no-show when the patient does not show or cancel their appointment.
3. By the end of the same day the appointment is missed, the clinical assistant and the scheduled provider review the chart of the patient who failed to present for his or her appointment.
4. "No show" is denoted in the patient's chart. The clinical assistant/case manager and the provider determine one of the following actions, which is documented in the patient's chart:

A) No follow up necessary ***B)*** Follow up urgent —locate patient immediately ***C)*** Follow up necessary —contact patient and schedule visit in ___ days ***D)*** Follow up advised—contact patient and schedule visit in __ weeks

5. Action must be taken according to the decision of the clinical team reviewing the chart. If necessary, responsibility is assigned for follow-up. If the patient is to be contacted in the future, a recall is generated in the practice management system to alert NTCCC that the contact should be made in the specified time period. For non-urgent recalls, NTCCC will

> Name _____
> We noticed that you missed your appointment!
> Provider _____
> Date _____
> Time _____
> Your provider has recommended that you return to NTCCC so that effective health care can be provided to you.
> Please contact us at 907-567-3970 to schedule another appointment.

send correspondence to the patient via ***secure*** e-mail or letter in the format below, two times only.

6. A patient who fails to be present for his or her scheduled appointment more than three times in a row is considered a chronic no-show. This type of patient will not be given an appointment slot.
7. A patient who fails to be present for his or her scheduled appointment more than three times without the requested advanced notification will only be able to come as a walk-in and if there aren't any open slots can either wait until there is an available opening or come another day.

Office of Children's Services new centralized reporting of child abuse and neglect is up and running!

The new centralized Child Abuse Reporting Hotline has gone live! This new number —1-800-478-4444 —can be used to report child abuse and neglect from anywhere in Alaska. Along with this single, easy-to-use number is also a new single, easy-to-use email: ***reportchildabuse@alaska.gov***

Prior to this new system, callers had to determine which of the five OCS regions to contact to make a report. Reporters often gave feedback that it was difficult to get ahold of OCS, which was causing frustration and jeopardizing safety. In addition, data showed that there was room for improvement in the consistency of screening decisions around the state. This prompted OCS to begin the process of centralizing intake.

This process of improvement is ongoing. Gains in screening decision consistency have already been seen around the state since centralization intake.

This new hotline represents the next step in improving responsiveness to our communities and beginning to reduce the on-call burden for regional staff. The new hotline is currently staffed with an intake specialist from 7 a.m.—7 p.m., and planning is underway for intake hours to eventually be 24/7. In the interim, OCS is working with an answering service to ensure that emergency calls receive a timely response.

Ultimately, this change will lead to better outcomes for the children we serve, with a streamlined process that not only facilitates easier access to OCS for reporters but also leads to more consistent decision making around the state!

Have questions about Centralized Intake? Please feel free to send questions to ***Lindsay.Bothe@alaska.gov*** and look for answers in a future Frontline!

Rosewood Daycare currently has 3 slots available!

Rosewood is a home based daycare that provides your child the opportunity to be consistently monitored in an environment that encourages parental involvement. Rosewood limits electronic play and offers Native arts & crafts and other cultural activities for it's participants. Rosewood provides indoor, outdoor, and learning activities for children that promote childhood development. Healthy and balanced meals are provided and parents are encouraged to visit Rosewood and or participate in activities with their child anytime during business hours.

For more information you can:

- Call Rosewood Daycare at 907-980-9254 or email Rosewoodaycare@yahoo.com
- Pick up an information pamphlet at NTC front desk or contact Alicia Morris at NTC.

Are you exploring the possibility of adopting a child?

Who can adopt in Alaska? Alaskan adults age 18, regardless of marital status or sexual orientation are eligible to adopt children. *Parents must be 21 to be foster licensed in Alaska.*

Adoption and Guardianship: Reunification is the number one goal for children when they go into State's custody. However, when reunification is not possible, adoption is a way for a child to achieve a forever family and permanency. Do you have the time and energy to help a child in need?

What is an "Open Adoption"? Adoptive parents and the child's birth family agree to some degree of information sharing and/or contact. The degree of openness is case specific and varies from an annual exchange of photos to in person visits.

How long does an adoption take? Adoptions vary depending on the type of adoption. Adoptions from foster care are often one to two years. Adoption of waiting children can be accomplished in six months or less once parents complete a positive home study.

What is a home study? A home study is a comprehensive evaluation of an adoptive home and is required for most adoptions. The home study describes the family constellation and assesses the family's capacity to successfully support and integrate an adopted child or children into the family. A home study can be child specific and completed prior to a child being adopted.

For more information about NTC's Tribal Services please contact Christina Pinnow at 567-3313 or Chris@ninilchiktribe-nsn.gov

Youth Alcohol Prevention Mission

Ninilchik Traditional Council's Youth Outreach is anchored in education and prevention. Studies consistently show that the negative cognitive, behavioral and social impacts of growing up in adversity can be reversed by youth participating in prevention programs and having a relationship with a mentor. Our goal is to provide safe, alternative activities to youth where they can develop their interpersonal and character skills in order to have a brighter future. As indicated in extensive research, investing in our youth is the best possible investment we could make in the future development and success of our community.

During the school year, we host weekly events for Ninilchik youth with the goal of providing substance free, pro-social activities that encourage self-esteem, leadership, respect, ownership, and community connectedness. One of the things hindering the amount of outreach we can provide is a lack of volunteer chaperones. If you are at all interested in supporting our outreach by chaperoning please contact Katie Matthews 567-3370.

Native Youth Olympics

Our NYO Junior team meets Tuesdays and Thursdays from 3:45 to 4:45 in the school hydro gym.

Study Hall

The Teen Center hosts Study Hall Monday and Wednesday after school, 3:30 -5:30 pm. Students are encouraged to bring homework or school projects to be completed during Study Hall. The Teen Center provides an environment conducive to study for upcoming tests, use of computers and printers and student supplies such as pencils and scrap paper. All students currently enrolled in 7th-12th grades are welcome. Popular recently at Study Hall (for students who have finished their homework) is an ongoing journaling project in self-exploration. Students are encouraged to learn and practice keeping an up-to-date assignment book, personal calendar, journal or whatever planning method works for them. During the project, students have discovered innovative ways to manage their time, record and express their personal feelings and document important life events.

Life Skills

Life Skills class is designed to give students a baseline set of skills for heading to college or entering the job market. The Teen Center is open with resources available for putting together scholarship folders, job applications, practicing interview skills and polishing resumes. All students are welcome at Life Skills, but the program is designed for students in grades 11-12 who plan to graduate high school and attend college or enter the job market. Life Skills is held Tuesdays and Thursdays, 3:30-5:30.

For more information about NTC's Behavioral Health Services please contact Christine Prokop, Katie Matthews, or Maureen Todd at 567-3370

Teen Center

The holiday season has officially arrived at the Ninilchik Teen Center!
Our crew has been busy decorating the Teen Center and Community Building with Christmas trees, stockings and lights. The Teen Center is open for Teen Night each Friday 3:30-8:30 pm. The Teen Center is a safe space for socializing, crafting, gaming and hanging out.

Our teens recently volunteered at the Community Holiday Potluck as decorators and as the clean-up crew, gaining valuable teamwork experience and learning about industrial equipment such as a commercial dishwasher and basic janitorial equipment.

For fun this holiday season, we are taking a trip to the student production of the Nutcracker Ballet as well as planning some fun activities such as a video game tournament, Dungeons and Dragons Day and an ice skating party over winter break.

Our Christmas Party is scheduled for December 21st after school at the Teen Center. All students are welcome at Teen Center activities - please contact Katie Matthews at 567-3370 for more details or with questions.

Community Outreach

On December 3rd we hosted a Community Holiday Potluck with approximately 63 participants. Feedback was positive with reports of community members appreciating our new initiatives for whole community activities.

Family Support Groups

We would like to start the family support group for those who have been affected by substance abuse in their lives. We are currently taking a poll on what days and times would be great. There is a survey posted on the BHS Ninilchik Facebook page or you can call Annette at 567-3370 option 6.

Girls Outreach

Starting in January we will be having a girls youth day outing on one Saturday a month. The outings include education on healthy relationships, self-esteem, and career building. The following dates have been determined. Please contact Annette or Maureen for more information on how to sign your student up to participate 567-3370.

Jan 20th : Self-Esteem
Feb: Women's Health (Date TBA)
March 10th : Healthy Relationships
April 14th :Career Center Resume Development, Summer Job Search

Youth Outreach Committee

This committee has been established as part of the requirements of a grant we received from the Substance Abuse and Mental Health Services Administration (SAMHSA). The purpose of our grant is to further develop our substance use prevention and suicide prevention outreach within the community.

Our committee of stakeholders have been developing Suicide Intervention and Postvention Policies and Procedures. We have a data sharing agreement with the school to allow us to provide wrap around services to youth engaging in high risk activities. We are hosting a Community Gathering on January 15th from 10 am to 12 pm at the Community Center to share our committee purpose and projects and solicit feedback from community members to ensure our activities are community driven.