

## PORT SHEPSTONE REGIONAL HOSPITAL

## ISIBANI



## HOSPITAL RENOVATIONS



As part of improving cleanliness to our hospital we are in a process of changing all floors in the hospital in a manner that ensures we are more capable of delivering services in an environment that is clean.

The building may look nice and clean on the outside, but the internal structure needs upgrading now and then. This upgrading is already putting an impact on many service elements, for example all

planned surgical operations will be delayed until July 2006, after which other services will be disrupted, depending on which department the construction work is being done. However, emergencies will be attended to and patients need not worry, as necessary arrangements have been made with other hospitals. Work is currently underway in Special clinic. To speed up the process, contractors are working at night and during weekends and public holidays. Most importantly we ask people to go to the clinic nearest to their homes to get referral letters.



## INTERNATIONAL DAY OF NURSES

Anyone who has been keeping up to date with the news will know that the 12th of May was the international day of nurses. Our Nursing Manager Mrs B.L. Ngesi expressed her words of appreciation to all nurses working in Port Shepstone Hospital. In her statement she stated that

“ you have earned our full respect for your unwavering commitment to partake in the fight to reinforce the dignity of all our people.” She further emphasized saying “ we recognize your hard work and you are highly appreciated and thank you for looking after our people during their times of need.

She then pleaded to all nurses in the hospital to hold steadfast in the midst of the complexity of diseases that our patients are confronted with. “ We love you and greatly appreciate your hard work under trying conditions” said Mrs Ngesi”. The total health of our patients is our first consideration.

## ETHEMBENI CLINIC IS SUCCESSFULLY OPERATING

Port Shepstone Hospital started the ARV clinic in 2004 and is successfully running and supplying drugs to patients that are living with HIV. At the beginning, this clinic started with less than 10 patients, but at the moment they attend to more than 720 patients every month. Before, patients were required to attend a three weeks workshop in order to make sure they are ready to start ARV drugs. However that period has been cut to 3 days training to avoid delay. In these literacy training sessions patient take base-line blood tests, TB tests and if it is proven that patients know what they have been taught in the literacy training, the person is given ARV drugs. HIV coordinator sister Somtyele encourages staff at large to test and know their HIV status.

That helps to indicate whether they need to take antiretrovirals or not, but most importantly we encourage all to prevent HIV infection so that we can remain healthy as Antiretroviral drugs do not treat the virus but merely suppress it which is why if you take them inappropriately you build up drug resistance, which is caused by the inability of the drugs to work on the virus. Winter time is already in—it's time for winter flu, which may be very severe for an HIV infected person since their immune systems have lower resistance to infections. It is therefore very important for HIV infected people to make sure that they keep themselves warm all the time and expose themselves less to cold environments. When they have flu or any other infections, they must seek nursing and medical attention immediately.

When a patient attends the Port Shepstone Hospital ARV clinic she/ he must first confirm that she/he is HIV positive. From there they must take bloods for CD4 counts, wait 1 week for results and if results are below 200 that person is eligible for ARV drugs. Take your drugs consistently and Good Luck .



## Communication in the Workplace

*Communication forms are available at the PRO'S office next to the Foyer*



Public Relations Officer—  
Mrs P. P. Morai

Communication skills are essential to convey a clear, straight forward message and to relate to group members. The following are guidelines published in *Managing for healthy Labour*. It is crucial that the communicator needs, as far as possible, to be aware of the capabilities, attributes, perception, values, prejudices, and experiences of the receiver, and to fashion his or her communication accordingly.

Creating the correct mental set

A doctor or a nurse who is obliged to bring a tragic message to a family will, by his or her looks, words and behavior, prepare his listeners for the news they are about to receive.

Follow-up and reinforcement

Feedback is vital to the communication process, since without it, the greatest misconceptions and misunderstandings between individuals may arise. Feedback in the form of a positive answer to the question as to whether a message has been understood is usually not sufficient. Often subordinates are embarrassed to admit that they have not understood the

message. Alternatively they may be impatient and will give a positive answer merely to end the communication( this often occurs when the sender over-communicates). Other more effective ways of checking on the receiver's understanding includes asking specific questions or requesting the receiver to explain in his or her own words what the message entails. The Public Relations department is therefore appealing to all staff members to use the newly developed communication forms to enhance communication within the hospital. One would ask, which forms

1. Communication needs forms
2. Staff concerns forms
3. Information Request forms—for newsletter stories

The above mentioned tools will enhance communication flow up and down in our institution.

It is very important to see to it that all written communication is compiled in such a way that everybody in the target group, for whom it is meant, can easily read and understand the content thereof. We therefore depend on your input to indicate if Port Shepstone hospital Isibane publication is readable and understandable because we believe that in each and every aspect of life , there is room for improvement. The PR department will be waiting for your comments.

## FROM THE FINANCE AND SYSTEMS MANAGER'S DESK

### STAFF INVOLVEMENT IN THE BUDGET PROCESS OF THE HOSPITAL

At PSH staff is involved in the budget processes and their response is so positive. All departments are informed to submit business plans for their departmental projects for the financial year. A business plan is a simple document of only a few pages long. It must show that you have worked out how much it is going to cost to set

Are you aware that this hospital subscribes to the values of good governance and substantially complies with the PFMA policy document. The overall outlook in finances therefore remains positive. The PFMA document is passed by the parliament and it regulates financial resources that tell how finances should be handled by government employees, whether you are a manager, official, General Assistant, Workman or a Cleaner . It applies to all spheres of the government. It is therefore detrimental for all employees to acquaint themselves with this document since it applies to every body working for the government of South Africa.

### ISIMEMEZELO ESIYA KUBO BONKE ABASHAYELI

Ukusukela kwinyanga ka May 2006 abaphathi besibhedlele babeka isinqumo sokuthi ngenxa yokunqaba kwe parking emagcekeni esibhedlele, kumele i-parking esemuva kwe laundry isetshenziswe yinoma uwuphi umsebenzi ofike kuqala

Okunye kufanele abashayeli bazi ukuthi angeke sathwala cala ngokulahleka kanye nokulimala/ shayeka kwezimoto uma zipakwe ngaphakathi

up your project. You can go to one of the Finance offices for help.

#### Why must I have a business Plan?

- It is a plan of action that gives the steps to start a project/ business .
- It helps to work out the costs of starting and running a business
- It shows that you are

serious and will help you to get partners and money.

#### YOUR BUSINESS PLAN SHOULD INCLUDE :-

- Your projects goals
- Your plan of action
- On how the project will be run
- What equipment or material you will need
- How much money

When planning finances, these business plans then are used as guidelines in the budget allocation process . By doing so staff members are indirectly contributing to the Operational Plan of the institution.

If you would like to know more about Financial pre-prescripts that govern the hospital, there is a PFMA policy documents that is accessible through intranet or you can pop into the office of the Finance Manager for assistance.

### UHLELO LWAMA - COOPERATIVES

Njengoba ebesezshilo ungqongqoshe wezezimali kwinkulumbo yakhe yangomhla ka 16 February kulonyaka ukuthi kulesisifundazwe uhulumeni uthatha loluhlelo njengokhiye ekuvuleleni izinkulungwane zabantu bakithi ukuba bangene emnothweni, umphathi we zezimali we sibhedlele sethu iPort Shepstone umnumzana C. H. Myeza ukugcizelele naye ukubaluleka kwaloluhlelo. Uthi nesasasa labantu liyabonakala ngokuthi balethe izicelo, nemibuzo ngayo yonke imisebenzi ekhona esibhedlele. Lemisebenzi abantu bangayibona ivezwe kuma bhodi olwazi esibhedlele, kumaphephandaba asendaweni noma babuze ku Mr Barth osebenza kuma Stores la ngaphakathi esibhedlele. Amabhizinisi esisasebenzisana nawo kakhulu ngawokupheka, Onogada, Ezokuwasha, aba clean(a) amagceke esibhedlele, ezokwakha nokulungiswa kwezakhiwo kanye naba cleaner nangaphakathi.

Uma sibheka isimo sezimali zesibhedlele sethu kulonyaka, singasho ukuthi imali ekhona izokwazi ukuthi izanelise zonke izidingo esinazo esibhedlele. Kodwa ke kungumsebenzi wawo wonke umsebenzi okhona ukuthi azinakekele zonke izinsiza zokusebenza, imali, ifurniture nakokonke okusemagcekeni esibhedlele. Lokho kuyokwenza ukuthi imali ingapheli ngenxa yokulungisa, nokuthenga equipment entsha.

*Kwaze kwamnandi ePSH ngoba iSwimming Pool isilungele wonke umsebenzi ofisa ukubhokuda ngesikhathi se lunch na ntambamba !!  
Asibonaneni Khona !*

Ngoba ukuvikeleka kwazo kungumsebenzi wakho okufanele uqiniseke ukuthi

- Uyayikhiya imoto yakho
- Ayikho imoto ezodlula emasangweni esibhedlele in gahloliwe
- Uyawavala amawindi futhi uthathe izinyathelo zokuqinisekisa ukuthi ipakwe ngendlela esemthethweni— ume ngaphakathi ko layini abadweshelwe izimoto.

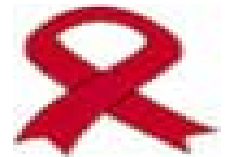


## UMTHOLAMPILO INHLALWANE IQWASHISE UMPHAKATHI NGEZEMPILO

Ngokubona ukuthi bayanda abantu abafika emtholampilo bephethwe izifo ezahlukene ezithathelanayo, ezingalapheki kanye nezinye eziningi ebezingavikeleka, abasebenzi bomtholampilo iNhlalwane babe sebeyihlela usuku lokuqwashisa umphakathi. Ngokusho komhlengikazi omkhulu kulomtholampilo u sister P. B. Dlamini, eminyakeni emihlanu edlule bebengavamile ukuthi babe nabantu abaningi abaphathwa isifo seTB njengoba kade bengeqi kwabayisishagalolunye (9) ngonyaka. Kodwa uthe izibalo zakamuva ziyamangalisa njengoba sebeba nenqwaba yabantu ehlaselwa yilesisifo kanye nezinye ezahlukahlukene. Kulomcimbi bekukhona izikhulumi ezahlukahlukene ebezikhuluma ngezifo eziningi okubalwa kuzona isifo seNgcuzazi kanye nesandulela sayo. U Miss N. Sidaki ophuma Kumnyango

wezempilo ePort Shepstone ugcizelele ngokuthi CHA ocansini, ikakhulukazi njengoba kade kugcwele abantwana besikole kulomcimbi, ube esenxenxa abadala asebeqalile ukuya ocansini ukuba bathembeke kodwa bangakhohlwa futhi nawukusebenzisa ijazi lomkhwanyana. Phakathi kwezifo okuqwashiswe ngazo kuphinde kwabalwa isifo samarabi kwagcizelwa ukuthi kubalulekile ukujova izinja namakati okungenani kabili ngonyaka. Kubalwe isifo seTB nokuyisona okubukeka sengathi sidlangile endaweni yakwaNhlalwane kanti kugcizelelwe umphakathini ukuthi kumele usihlolele isifo seTB njengoba sinezimpawu eziningi esibonakala ngaso. Obeyisikhulumi ebesiphuma kwa Environmental Health uMnu S.S. Masinga uthe bamele ukuqikelela kakhulu inhlanzeko, wakubalula nokuthi umnyango wakhe uphinde

uqwashise ngezifo ezithathelanayo emiphakathini kaye nasezikoleni. Umhlengikazi omkhulu kulomtholampilo ube esegcizelela ekutheni kubalulekile ukuzilolonga ukuze umzimba uhlale ulula ungangenwa izifo kalula kakhulukazi ezifana noshukela kanye ne hayi-hayi (BP) Umpakathi wakulendawo ubuphume ngobuningi bawo uzolalela mayelana nokuphathwa kwempilo kanti bekukhona nenkosi yedawo UMnu Cele ephelezelwa izinduna namaphoyisa akhe. Yenake ube esegcizelela inhlonipho kakhulukazi kubantwana besikole. Wabonga ngeqhaza elibanjwe uMnyango wezempilo esifundeni soGu ngokubambisana neNhlalwane ukuze umcimbi ube yimpumelelo.



## “KUMELE SIBANAKEKELE ABANTWANA BETHU FUTHI SIBAHLONIPHE”



Bebejabule kanje omuntuza ngenkathi behlelelwe umcimbi emtholampilo Umtentweni



U Ms S. Pillay obeyisikhulumi sosuku emcimbini obuhlelelwe abantwana.

Njengoba kade kuyiviki lokunakekela abantwana kusukela ngomhlaka 29 May kuya kumhlaka 4 ku June umtholampilo Umtentweni uhlele ukuba nomcimbi wabantwana nobubanjelwe emagcekeni alomtholampilo. Omama abasebenzisa lomtholampilo baphume ngobuningi babo ukuzoletha abantwana babo. Abantwana babonakale bejabule ngendlela emangalisayo njengoba kade behlelelwe izinto ezahlukahlukene zokudlala nokuzijabulisa. USr Pillay nokunguye omkhulu kulomtholampilo wamukele ngenjabulo bonke abebethamele lomcimbi nabebephume ngobuningi. Ugcizelele ekutheni imiphakathi kumele iqikelele ukunakekela

abantwana ngoba bayisipho esivela kuMdali. Obeyisikhulumi sosuku uMs S. Pillay nongusonhlalakahle ophuma kumnyango wezenhlalakahle e Port Shepstone uthe into ehamba phambili kuleli sonto lokunakekelwa ukuqinisekisa ukuthi abantwana abahlukunyezwa. Isiqubulo sosuku besithi “SONKE SIYANAKEKELA”. “Bakhona abasebenzi bakwahulumeni abazinikele ekusizeni abantwana abahlukumezekayo nabawenza ngendlela umsebenzi wabo” kuchaza u Sr Pillay. Uthe kumele abantwana abahlukumezekayo babike kwa-bezenhlalakahle, abahlengikazi, othisha, amaphoyisa nabanye abaningi. Ube esephetha ngokuthi igciwane leNgcuzazi kanye nesandulela sayo ikhona okuyinselelo ebantwaneni.