



UP TO DATE NEWS

NURSING MANAGER — F.J. NGIDI

Mrs. F. J. Ngidi (Nursing Manager) joins the management team of R. K. Khan on 01 March 2003. She hails from the sunny south side of Durban.

Mrs. Ngidi leaves the Ekuhlengeni Care Centre in Umbogintwini where she was the Nursing Service Manager responsible for the 1100 - bedded chronic psychiatric facility.

Added to her basic nursing qualifications, Mrs. Ngidi holds a Diploma in Psychiatric Nursing, B.A. Cur (Education & Community Health Nursing Science), a Higher Diploma in Nursing Management and is currently studying for her MA Cur.

We welcome you to R.K.Khan!



**HOSPITAL MANAGER
DR P S SUBBAN WELCOMING
MRS. F.J. NGIDI (NURSING
SERVICE MANAGER)**

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MEDICAL RESEARCH COUNCIL STUDY AT RK KHAN HOSPITAL

The HIV Prevention Research Unit will be conducting a study at RK Khan hospital.. In the present study, the new infection rates of HIV within the Chatsworth area will be estimated. Essentially, a group of sexually-active HIV negative women will be followed for a period of 6-12 months to determine what, if any, percentage of them become HIV positive. This information will provide an estimate of how rapidly the virus is being transmitted through the Chatsworth community.

It will also influence the design of any subsequent clinical trial. For this study we are looking for women who are:
At least 18 years old.
Sexually active, and not pregnant.
Prepared to go for an HIV test, and are HIV negative.
Prepared to go for a clinical exam.
Able to provide detailed contact information.
Able to visit the research site regularly.
There are some benefits to taking part in the study:
You may participate in research that will help stop the spread of HIV in-

fection in your community. You will receive a free physical and genital exam.
If you have a sexually transmitted infection, you and your partner will be treated at no cost to you.
The study is scheduled to begin at the end of March, and the MRC Research Site may be found near the Primary Health Care and VCT Clinics. If anyone is interested in the study, or if you know someone who may be interested in the study, please contact Dr. Ché Pillay (203 4815) or Ms. Thembeka Mponstshane (203 4743). All people taking part in the study will be reimbursed for their time, and travel and food expenses.

DELEGATE SUCCESSFULLY

Delegating is definitely an art that only a handful of people can carry through without appearing to be domineering.

At the other end of the spectrum, some of us honestly believe that no one can carry out the task like we can.

While that may be true, some of these tasks are better given to someone else, freeing up our time to do the really important things.

Delegating does not mean that you are unable to cope. There is no need to feel inefficient.

The person delegating the task empowers that person

and develops their skills. Keep the following pointers in mind when delegating.

- Give a detailed description of the task and what the end result should be.
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- Agree what is good performance and when the task must be completed.
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- Ask the individual to whom the task has been delegated, if there is any other support they need to be successful at it.
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- Be clear about when and how often you want a status report on how the project is going.
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- Make sure everyone else knows that they should not come to you about this

project.

If you have any tips which will facilitate corporate management, e.mail the details to khadija@n.independent.co.za

WORKPLACE WED. 5/2/03

TEN COMMANDMENTS FOR HUMAN RELATIONS

Speak to people—there is nothing as nice as a cheery word of greeting.

Smile at people—it takes 72 muscles to frown, only 13 to smile.

Call people by name—the sweetest music to anyone's ears is the sound of their own name.

Be friendly and helpful—if you

would have friends, be friendly.

Be cordial—speak and act as if everything you do is a genuine pleasure.

Be genuinely interested in people—you can like everybody if you try.

Be generous with praise—cautious with criticisms.

Be considerate for the feelings of others—it will be appreciated.

Be thoughtful of the opinions of others—there are 3 sides to any story. Yours, the other fellows, and the right one.

Be alert to give service—what counts most in life is what we do for others.

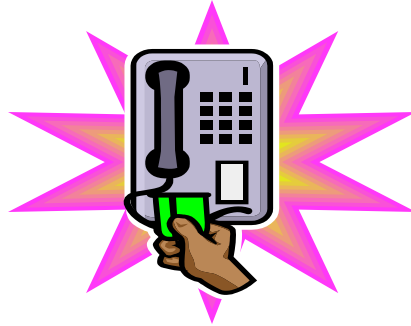
Submission by Mr. M.D. Dasrath

NEW PABX

Plessie have been awarded a contract valued at more than R1.1 million to upgrade the existing Telephone System. The project completion date is 1st June 2003 .

One of the main features of the new PABX is that it is designed to support "Direct-in-dialing", which enables incoming calls to be forwarded to the selected extension; if busy or unavailable the call can then be directed to

another extension or onto the live operator. This will substantially reduce the number of calls



handled by switchboard and eliminate excessive delays for the incoming caller.

There are many other advantages including high-speed digital links to the local exchange and latest Telephone Management System technology for call logging and reports.

The contract includes for the replacement of all existing telephone appliances, upgrade to the reticulation and distribution system, all of which will improve system reliability and reduce running and maintenance costs

Paul Bryant

WHEN DEBT BECOMES DANGEROUS

It has come to light recently that staff have borrowed money from loan sharks and when they default on the repayments these loan sharks are visiting them at their place of employment in order to coerce them to pay the monies owed.

It would be presumptuous of your editor to lecture you on the dangers involved in being caught up in a debt trap. Often when you borrow from a loan shark the interest that you pay on the amount borrowed is extremely excessive and the only reason why you borrow from these people in the first place is because no legalized lender will give you money as you are regarded a bad risk.

The end result of you not being able to manage your debt repayments is, one you avoid coming to work on or around your payday and hope to escape the loan shark who is awaiting his money, two these unwelcome blood suckers are prowling the hospital corridors to catch those among you who are trying to dodge them, threats of physical violence are being made against you and your family and colleagues who cover up for you by denying knowledge of your whereabouts.

Under these circumstances productivity must suffer and patient care is being compromised. Use your EAP Counsellor when you need advice, he/she may not give you money but the advice you receive may be well worth it in the long run. Please report these nefarious individuals who exploit people in financial straits. Your report will be confidential but will assist us in dealing with this illegal activity in our hospital.

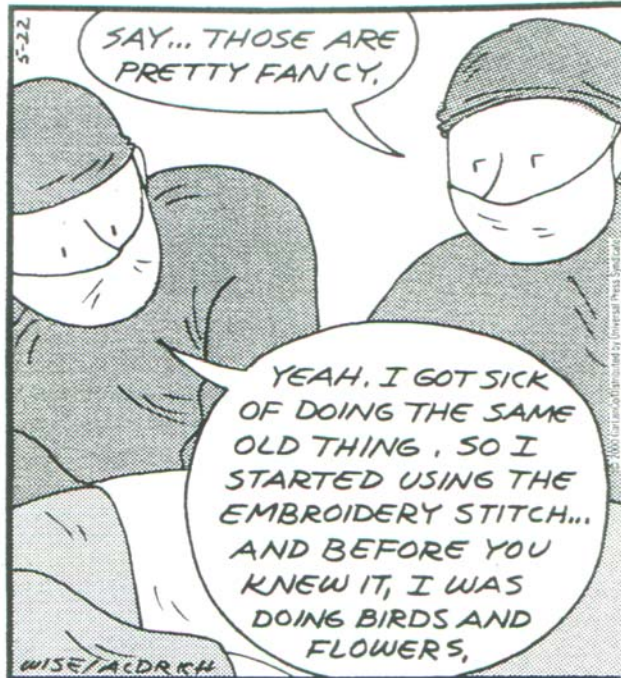
Don't put your self in a position where debt becomes dangerous.

**R.K. KHAN
KRONIC(Le)**

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We're on the Intranet



Doctors get bored with their jobs too, you know.

BATHO PELE AT ITS BEST!!!

THANK YOU

**SAGREN NAIDOO(COLLIN)
CLERK
ADMITTING DEPARTMENT**

FOR YOUR HONESTY IN RETURN-
ING THE WALLET OF PATIENT
MRS. NAIDOO (R1 160)

**VICKEY GOUNDEN- PORTER
OPERATING THEATRE**

THANK YOU FOR PHYSICALLY
CARRYING THE PATIENT TO THE
CAR WHEN THERE WAS NO
WHEELCHAIRS AVAILABLE

CHANGE FOR THE BEST

CHANGE YOUR THINKING, YOUR
ATTITUDE WILL CHANGE

CHANGE YOUR ATTITUDE, YOUR
ACTIONS WILL CHANGE

CHANGE YOUR ACTIONS, YOUR
LIFE WILL CHANGE

MOST OF ALL.....

LEARN TO LOVE YOUR SELF

I THE WILLING , LED BY THE
KNOWING, AM DOING THE IM-
POSSIBLE FOR THE UNGRATE-
FUL.

I HAVE DONE SO MUCH FOR SO
LONG, WITH SO LITTLE.

I AM NOW HIGHLY QUALIFIED,
TO DO ANYTHING WITH NOTH-
ING.

SUBMISSION BY PATIENT

MRS. LILLY THAVER