

# REBOUND NEWSLETTER

## OCTOBER 2024



### October Birthdays

Rachel Simpson 10/3  
Abe Lacourse 10/4  
Shelly Porter 10/4  
Autumn Andrus 10/6  
Chelsey Metzger 10/7  
Lauren Dressler 10/9  
Leanne Large 10/18  
Stacey Willis 10/27



### Welcome to Rebound!

Krissy Beebe  
Mary Hayden  
Tabatha Ezell  
Jessica Lee  
Isabell Case  
Jordan Okito  
Evan Bromley  
Melanie Swisher  
Claire Feldcamp (BCaBA)  
Artimese King (QBHP)



### Who to go to for what:

- ♥ Amber Simons, [asimons@reboundtherapies.com](mailto:asimons@reboundtherapies.com) & [admin@reboundtherapies.com](mailto:admin@reboundtherapies.com), for anything payroll, PTO, & benefits.
- ♥ Nicole Mooney, [nmooney@reboundtherapies.com](mailto:nmooney@reboundtherapies.com), for CMH/Lakeshore trainings info.
- ♥ Trainers, [trainers@reboundtherapies.com](mailto:trainers@reboundtherapies.com), for RBT Exam information RBT Log, and any tech questions not answered by your clinical supervisor.
- ♥ Evan Karatikiewicz, [ekaratkiewicz@reboundtherapies.com](mailto:ekaratkiewicz@reboundtherapies.com), for Scheduling/Credentialing in West Michigan, Mid-Michigan, SW Michigan
- ♥ Courtney Geer, [cgeer@reboundtherapies.com](mailto:cgeer@reboundtherapies.com), for Scheduling/Credentialing in the Lakeshore area.
- ♥ Melanie Swisher, [mswisher@reboundtherapies.com](mailto:mswisher@reboundtherapies.com), Scheduling in Gratiot/CEI areas.
- ♥ LeAnne Large, [llarge@reboundtherapies.com](mailto:llarge@reboundtherapies.com), for Scheduling/Credentialing in Branch and Calhoun County.
- ♥ Jenna Baney, [jbaney@reboundtherapies.com](mailto:jbaney@reboundtherapies.com), Scheduling for Ottawa, Newaygo, & Muskegon.



## REMINDERS



-If you need to request off for an extended amount of time, please fill out and email a PTO request form then send it to [admin@reboundtherapies.com](mailto:admin@reboundtherapies.com), your mentor, and the clinicians of the clients that would be missed. Please submit those requests 2 weeks in advance.

- Please verify any appointments the day the appointment is scheduled. Amber needs your appointments to be verified in order to complete your check.

-Registered Behavior Technicians, please make sure to turn your supervision logs to Michelle Pickvet. Your supervision log needs to be signed every month. Also, please let Michelle know if you need more supervision hours for that month. Michelle's email is [mpickvet@reboundtherapies.com](mailto:mpickvet@reboundtherapies.com)

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**Shout out to those  
who met productivity  
at 95% in September:**

Morgan Willis  
Desirae Ladisky  
Mary Beth Halloran  
Abe LaCourse  
Stephanie Birzer  
Kate St.Aubin  
Cierra Ackley  
Rebecca Harris  
David Koetje  
Benjamin Beck  
Kimberly Hadfield  
Kyleigh Parks  
Kelsey Kemppainen  
Wei Pregler  
Amber Asher  
Julia Lewis  
Rechelle Black  
Alec Barstow  
Evan Selby  
Taylor Darhower  
Kylie Pierson  
Isabell Case  
Jane Gangon

**Updated Org. Chart -  
IS HERE (Last Page)**

## STAFF SHOUT OUTS

**Leanne L:** She's rocking her new scheduling role. She has been getting things done and well!!

**JoJo M:** She filled in with a client on Monday last minute. She jumped in and was fantastic!

**Josiah H:** He is doing very well with his notes as a new therapist, and he's doing very well accepting feedback.

**John W:** He transitioned to a client that has been harder to staff, and he is very patient and kind with him.

**LeAnne L and Jenna B:** Has jumped into scheduling and are working very hard; we've gotten compliments from techs and families about their communication.

**Julie S:** She has been doing a great job stepping into the group home and we love to see her confidence growing.

**Chelsey M and Nicole M:** Thanks for helping Brian troubleshoot the phones.

**Susana D:** extremely good at what she does, always following through with ABA procedures, overall joy to be around!!

**Chuck P:** Urgent situation at family house, jumped into action, kept client safe/away from situation, lots of praise from family!!

**Deanna V:** Super flexible with all connection issues with telehealth supervision, super good at following needs/motivation of client.

**Tina GM:** She is doing fantastic with virtual supervision, Taking feedback with clients very well, family adores her and thinks she's one of the best techs they've had!

**Brittany F:** She is very observant throughout her sessions. She does a great job keeping everyone safe during sessions.

**Shaina W:** She is doing well with hard situations and is amazing at communicating with staff. She has been making a lot of progress with clients, persistent with FCT!!

**Kay M:** She is so passionate to help her client/going above and beyond to make sure she is doing a good job. Has been flexible with schedule changes, works very well with client, and really cares, making a lot of progress!

**Deanna V:** She continues to work with us while we are figuring out connection issues.

**Rachel S:** She is officially a BCBA! She has been helping to make resources for credentialing/license.

**Megan H:** She has been working with a client, helping with preferences, motivation.

**Shelly P:** She was able to encourage a client to imitate in the 2nd week, the client did not have any imitation skills prior!

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### Announcement

-Registered Behavior Technicians, please make sure to turn your supervision logs to Michelle Pickvet. Your supervision log needs to be signed every month. Also, please let Michelle know if you need more supervision hours for that month. Michelle's email is [mpickvet@reboundtherapies.com](mailto:mpickvet@reboundtherapies.com)

-We are going to be sending out availability requests that will be utilized between now and the end of the year to assist with scheduling processes. Should availability change, it is the responsibility of the staff member to let our scheduling team know these changes. And the responsibility of our staff to send in PTO requests to [admin@reboundtherapies.com](mailto:admin@reboundtherapies.com) when applicable.

### **CANCELLATION LINE: 616-965-6929+Party Extension (CALL ONLY, NO TEXT)**

#### **Evan Karatkiewicz**

Scheduling & Authorization Manager

Counties: Kent, Ionia, Barry, Kalamazoo, Cass, St. Joseph

Phone: Call ONLY: 616-965-6929, Ext. 7, Direct Call/Text: 616-840-5809

Email: [ekaratkiewicz@reboundtherapies.com](mailto:ekaratkiewicz@reboundtherapies.com)

#### **Courtney Geer**

Rebound Scheduler

Counties: Allegan, Lake, Mason, Manistee, Oceana

Phone: Call ONLY: 616-965-6929, Ext. 6, Direct Call/Text: 616-970-5638

Email: [cgeer@reboundtherapies.com](mailto:cgeer@reboundtherapies.com)

#### **Jenna Baney**

Rebound Scheduler

Counties: Ottawa, Muskegon, Newaygo

Phone: Call ONLY: 616-965-6929, Ext. 3, Direct Call/Text: 616-970-0322

Email: [jbaney@reboundtherapies.com](mailto:jbaney@reboundtherapies.com)

#### **LeAnne Large**

Rebound Scheduler

Counties: Branch, Calhoun

Phone: Call ONLY: 616-965-6929, Ext. 5, Direct Call/Text: 616-840-2372

Email: [llarge@reboundtherapies.com](mailto:llarge@reboundtherapies.com)

#### **Melanie Swisher**

Rebound Scheduler

Counties: Gratiot, Clinton, Eaton, Ingham

Phone: Call ONLY: 616-965-6929, Ext. 4, Direct Call/Text: 616-840-6456

Email: [mswisher@reboundtherapies.com](mailto:mswisher@reboundtherapies.com)



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### Employee Accomplishments

-Congratulations to Juile Swan on graduating with her M.S. in ABA. She will be starting as a QBHP in Calhoun County within the next few weeks!



**Alert! Your Lakeshore trainings need to be renewed in Oct.**

Deanna Valley  
Rachel Simpson  
Abe LaCourse  
Clementine Hutchins

## EXTRA INCENTIVES!

### PRODUCTIVITY / ATTENDANCE / UPDATES:

1. Reminder: If you have not been working with a Supervisor and/or Training Mentor on getting your RBT, feel free to do that! Base Pay goes up with an RBT certification. :)
2. All BT/RBT Field staff qualify for bonus pay each week. Whether staff are eligible for both tiers of bonus pay depends on several factors including:
  - ♥ Submission (notes and verification) of all session notes by Sunday at Midnight. Anything completed Monday by end of day will still result in hours being processed, but bonus pay is no longer available due to timely processing of notes.
  - ♥ Staff cancellations during the week. Should you need to take a day off during the week, that's just fine. However, this will also eliminate your bonus eligibility for this week. We love your support and want you to show up for our families!
3. Productivity Tiers:
  - ♥ Field Staff Expectation: 80%
  - ♥ Bonus 80%-85% = \$0.50/hour increase for all hours worked
  - ♥ Bonus 80%-90% = \$0.75/hour increase for all hours worked
  - ♥ Bonus 95%+ = \$1.25/hour increase for all hours worked
4. Session Time Bonus (going to be big with back to school coming up)
  - ♥ 3 sessions per week that go later than 6:00 PM (not including travel) = \$0.50/hour increase for all hours worked
  - ♥ 4 sessions per week that go later than 6:00 PM (not including travel) = \$0.75/hour increase for all hours worked
  - ♥ 5 sessions per week that go later than 6:00 PM (not including travel) = \$1.25/hour increase for all hours worked
5. Over 42 hours per week also makes you ineligible for bonus pay as overtime is paid at a premium (time and a half). Overtime must be approved.
6. Attendance Gift Card Winner = Josiah Hayden
7. Productivity Gift Card Winner = Abe LaCourse

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Rebound Home and Community Therapy ABA

### Organizational Chart



### Two biggest concepts we can't forget are:

1. Seek to understand others before being understood.
2. Stand united, support one another, and present a strong, cohesive front to those inside and outside the organization

Everyone is expected to uphold these values. If something isn't working, we'll discuss it, find solutions, and keep improving. Looking forward to a strong finish to the year and an even better 2025!