

# REBOUND APRIL NEWSLETTER



## April Birthdays:

3 - Paige Karnes  
27 - Brennan Bailey  
28 - Jojo McNinch  
29 - Susana Delgado  
30 - Chelsea  
McGregor

## Who to go to for what:

- ♥ Amber Simons: Everything payroll, PTO, & benefits  
**asimons@reboundtherapies** OR **admin@reboundtherapies**
- ♥ Nicole Mooney: CMH/Lakeshore trainings information  
**nmooney@reboundtherapies.com** or **(616) 840-2298**
- ♥ Trainers: RBT Exam information, RBT log, & any tech questions not answered by your clinical supervisor  
**trainers@reboundtherapies.com**
- ♥ Evan Karatkiewicz: Scheduling & Authorization Manager for Kent, Muskegon, Ottawa, Allegan, WCMCMH  
**ekaratkiewicz@reboundtherapies.com** OR **(616) 840-5809**
- ♥ Melanie Swisher: Gratiot Center Manager: Gratiot, CEI, Osceola, Clare, Gadwin, Mecosta, Isabella, Midland, and Wayne.  
**mswisher@reboundtherapies.com** OR **(616) 840-2372**
- ♥ Leanne Large: Coldwater Center Manager: Branch and Calhoun  
**llarge@reboundtherapies.com** OR **(616) 840-2372**
- ♥ Emilie Reeder: SW MI: Van Buren, Berrien, St Joseph, Kalamazoo  
**ereeder@reboundtherapies.com** OR **(616) 970-0322**

Alert! Your Lakeshore Trainings need to be completed in April:

# WELCOME

- Stephanie Birzer
- Taylor Darhower
- Paisley Fisher
- Courtney Geer
- Kay Mckinley
- Deanna Valley
- Dylan Weber
- Royelle White

## BT

- Kennedy Wilson - Mt Pleasant, MI
- Mataya Griffith - Howe, IN
- Kristin Kowalaski - Coldwater, MI
- Hunter Springer - Sturgis, MI
- Taylor Scott - Haslett, MI
- Elijah Strine - Litchfield, MI
- Ashanti Bester - Coldwater, MI
- Erica Osei - Kalamazoo, MI
- Dasha Ashley - Holt, MI
- Taylor Frey - Athens, MI
- Lily Seraphina - St Joseph, MI
- Paige Karnes - Grand Rapids, MI
- Andrea Rayas - Bangor, MI

## BT (continued)

- Ashley Taylor - Comstock, MI
- Nicole Rabideau - Mt. Pleasant, MI
- Arlet Dees - Benton Harbor, MI
- Addy Bayer - Ludington, MI

## RBT

- Anastasia Lambert - Battle Creek, MI
- Elizabeth Lehman - Hesperia, MI

## BCBA

- Chivon Jones - Garfield, NJ
- Jen D. - Grand Haven, MI

# REBOUND NEWSLETTER

## PTO Change Effective 2/1/2025:

For every 30 hours worked you collect 1 hour of PTO. For hourly employees PTO is capped at 72 hours, annually for the first two years. Unused PTO does roll over annually based on your hire date, and will be capped again at 72 hours. At three years of employment, this cap elevates to 120 hours.

## Attendance

As we exit cold/flu season, Rebound is enforcing a 90% attendance expectation. If staff attendance falls below this, we'll work collaboratively on a



## STAFF SHOUT OUTS



**Emilie R** – Flexible and helpful with clients and scheduling.

**Michelle P** – Traveling across Mid-Michigan to support client and staff development.

**Claire F** – Calmly handled tough situations while traveling to ensure care and coverage.

**Scheduling Team** – Continuously adapting and ensuring clients get the care they need.

**Megan H** – Always available for staff and families.

**Megan H & Autumn A** – Supportive of techs, clinicians, and admin despite heavy workloads.

**Nicole M** – Balancing client hours with administrative tasks.

**Danessa D** – Taking initiative with scheduling and creative activities for kids at St. Louis Center.

**Summer L** – Excellent work on toilet training—her client is now independently requesting to use the bathroom!

**Sandy A** – Always amazing—an asset to the team.

**Josiah H** – Kind, communicative, and detailed in his notes.

**JoJo M** – Goes above and beyond with creative materials and peer support.

**CCV Team (Jojo, Mary-Beth, June, Faith)** – Excellent teamwork and flexibility with programming.

**Mel C** – Brings energy, clarity, and support to the Coldwater Center.

**Southwest Michigan Team** – Stepping up to launch our new area—shoutout to Sharon Allen and team!

**Rebound Admin** – Thanks for the support and opportunity to serve our clients.

**Autumn** – Reliable with weekly reminders—huge help!

**Megan Hilts** – Goes above and beyond in meetings and overall support.

**Mary Hayden** – Consistent, receptive to feedback, and always positive.

**Scheduling (Evan & Team)** – Supportive, communicative, and appreciated!

**West Michigan Team** – Welcoming and organized onboarding experience—thank you!

**Maria T** – Rockstar with deep client knowledge and enthusiasm—would make a great trainer!

**Han C** – Produces excellent, detailed session notes.

**Heather B** – Always willing to help; great with staff, clients, and families.

**Jason M** – Jumped into a complex case, built rapport fast, and is making a real impact—amazing work!

# REBOUND NEWSLETTER



## Staff Celebrations!



Congratulations to Lisa Thebo on her retirement! Her last day with Rebound was 3/14. Lisa will now be spending time traveling down south and enjoying the warm weather!



Congratulations to Brian Harrison and his family on welcoming their new baby girl, Ivy Kate!



# REBOUND NEWSLETTER

## CLIENT ACHIEVEMENTS

**DraJon:** They are talking, manding, and writing their name legibly!!

---

**When to call On-Call:** Any reason for scheduling change (Illness, Car Issues, Family Emergency, late start to session, stayed late after session, etc.

### Information to provide when calling On-Call:

- Your name
- Client Name
- Day/Session time
- Make-up time slots





# REBOUND NEWSLETTER



## Announcement

-Congratulations to  
Susana Delgado on  
becoming an RBT!

-Congratulations to Tina  
Germander-Metzger for  
joining the training  
team! She will be  
supporting the South-  
west MI Region!

-Congratulations to our  
St. Louis Center for  
receiving a New  
Business Award!  
(Picture Below)



# HOW TO

**STEP 1: When ending ("Swiping out") of your session, click the Pencil button next to the time to edit.**

**STEP 2: Change your time to the nearest 15 minute interval. It will look like this:**

**STEP 3: Click "SAVE"**

**STEP 4: Click "SIGN AND COMPLETE"** Time that a supervisor is present **MUST** align within time of the technician session. Supervision can **NOT** exceed the time of direct therapy. Please remember to communicate these times with the clinician when they are supervising!

# REBOUND NEWSLETTER

## UPCOMING COMPANY EVENTS



Congratulations to the winners of our 2025 March Madness Bracket Challenge!

Winners:

Gift cards will be to your place of choice!

1<sup>st</sup> Place: \$100 Gift Card - Evan Karatkiewicz

2<sup>nd</sup> Place: \$50 Gift Card - Megan Hilts

3<sup>rd</sup> Place: \$25 Gift Card - Summer Langdon

## BONUS STRUCTURE PICTURES

CANCELLATION LINE: 616-965-6929

### AND if you're working evening sessions....

<u>Evening Sessions (weekly)</u>	<u>Bonus</u>
3 Evening Sessions (consistently)	Base pay + \$0.50/hr
4 Evening sessions (consistently)	Base pay + \$0.75/hr
5 Evening Sessions (consistently)	Base pay + \$1.25/hr

For client's who's scheduled therapy sessions go 6:00 PM or later, the following will apply. Sessions that end before 6:00 PM do not qualify. This is in ADDITION to staff productivity bonus pay :)

### Home and Center Based Staff

<u>Sessions worked % (Staff Productivity)</u>	<u>Bonus</u>
80%-85%	Base Pay Rate + \$0.50/hr
85%-90%	Base Pay Rate + \$0.75/hr
90%+	Base Pay Rate + \$1.25/hr

In order to qualify for the productivity pay, there should be no cancellations, missed sessions, or late notes.

# REBOUND NEWSLETTER

## Happy Anniversary

-90 Days-

Maya Lucero-Eaton  
Krysta Meneer  
La'Kavia West-Martinez  
Alexandra Smith  
Tysheema Gonzalez  
Mary Angel St John  
Grey Shaulis  
Eric Carey  
Shoshana Sprecher  
Emilie Reeder

-6 Months-

Katelyn Thomas  
Caroline Mamakos  
Stephanie Eilers

-1 Year-

Royelle White  
Taylor Darhower  
Desirae Ladisky  
Evan Karatkiewicz

-2 Years-

Karen Hasper  
Heather Berleson

-3 Years-

Megan Hilts

## 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 = NEED
7. Productivity Gift Card Winner = NEED