

September 2009

Bios Offices

A Better Life Homecare
Lori Hauge
918-392-3838
www.abetterlifehomecare.com

Bios Bartlesville
Juanita Williams
918-338-0101

Bios Columbia, TN
Terry Wendling
931-381-1447

Bios Muskogee
Leslie Bryant
918-682-3592

Bios Oklahoma City
Gordon Fujii
405-525-0900

Bios Sapulpa-Tulsa
Shannon Holcomb
918-227-3734

For contributions, questions or comments about the Bios News or to subscribe to our newsletter, please contact Lori Hauge at lhaug@bioscorp.com



The Bios News

Dropping a Habit and Picking up a Hobby

By: Lance Nichols

Clay will be smoke free for 60 days on July 28th!! Three months ago Clay told his Program Manager, Lance Nichols, that he wanted to quit smoking completely. Although Clay wanted to go “cold turkey,” Lance encouraged Clay to develop a plan to reduce over a period of time since he had been smoking 3-4 packs per day. The plan was that Clay would begin by smoking only one cigarette every two hours.

The first few days were hard for Clay, but he stuck to the plan. By the end of the first week, Clay decided he was ready to smoke only one every three hours!! After two weeks, Clay was ready to quit smoking completely and he did it!! Lance helped Clay learn to use creative visualization when he was craving a cigarette. To do this, Clay creates a visual image of what he wants from his life. This helps him use his inner energy to meet the target goal. Together they would discuss how to create a mental picture so that Clay had something besides cigarettes to focus

on. Visualization creates the motion to succeed. Lance uses the “little engine that could analogy” ... I think I can, I think I can and then I KNOW I CAN.

Clay decided having a hobby would help him kick his habit, so he explored various board games. He quickly became interested in chess.

Lance helped him get a small chess set and they began playing on a regular basis. Right out of the box, Lance noticed naturally used lots of good tactics, but he still left himself open on some moves. Lance taught him some established strategies and had him study some things on the internet. They discovered the Tulsa Chess Club and Clay began a two night a week Chess club. Since then Clay got a computerized Chess board, which is like being able to play 600 people, that should develop some skills!! Clay has a book on Chess principles and a DVD set on developing strategies and tactics of the game. He studies these regularly. On his off nights, Clay

gets together with chess club friends to study the reasons Chess players lose, as well as practicing tactical exercises to aid in winning. Clay will be in his first Chess tournament August 1st at View Acres Baptist Church in Tulsa. After some tournament play, Clay will earn a rating.

Just like quitting smoking, learning chess is a process ...Clay calls it a work in progress WIP! In the beginning Clay would move the Chess pieces without thinking about his moves, just like he gradually reduced the number of cigarettes per day. Now Clay uses his brain to think about his moves and then his hand to make the movement, just like he uses visualization to help him make the best choice for his health – no smoking!



Clay and Lance work on their chess skills.

Outdoor Opportunities

By: Jim Tonsing and Bobby Lewis

Many of the people we serve are avid outdoorsmen (and women!) Sometimes these hobbies can be expensive, especially for folks on limited

incomes. Cherokee Indians can save money on hunting and fishing licenses if they stay on Cherokee land where licenses are not required for

tribe members. Also, Wal-Mart offers \$10 hunting and fishing licenses for Social Security recipients that are good for 10 years!



Melissa Pilkington works in the restaurant at the newest Reasor's Market in Jenks, Oklahoma.

“Some people think football is a matter of life and death ... I can assure them it's much more important than that”

—Bill Shankly



Kasen Elam (Kirk's son) prepares for the upcoming TCU Horned Frogs football season.

A New Job for Melissa

By: Joseph Davis

Melissa Pilkington is familiar with opening new stores. In her last position, she was an important member of the Grand Opening team for a Tulsa Wal-Mart Neighborhood Market. In her new position, she is privileged to be a member of the team for the newest Reasor's Grocery Story in Jenks, Oklahoma.

On August 4th I had the opportunity to see Melissa Pilkington at her new job . After

eating lunch in the Reasors' restaurant Melissa introduced me to her supervisor (Mark) who complemented Melissa's performance and indicated that he felt privileged to have her a part of his kitchen crew. Melissa's job coach (Teresa) recognized the importance of “natural and meaningful relationships” in work success. From the first day, she helped Melissa make connections with all her co-

workers. Melissa took me on a tour of the kitchen and so many people asked her who are you with Melissa ? She replied with a huge smile "This is my other BOSS!!!" We all laughed as Melissa was so excited to introduce me to her new friends. We are proud of Melissa and Teresa for representing Bios Vocational and more than anything Reasors. Keep up the good work Ladies!!

Football is Life?

By: Kirk Elam



Although it is still 100 degrees outside, the most wonderful time of the year is fast approaching ... fall and College Football! Many Bios friends are Tennessee Volunteers, OU Sooners or Ok State Cowboys fans. These schools represent the 2 best college football conferences in the country, the SEC (TN) and the Big 12 (OU & OSU). However, consider the Mountain West Conference (MWC) for a moment.

In college football the ultimate goal is to reach a BCS (Bowl Champion Series) Game. Of the 11 conferences in college football, only the “elite 6” are guaranteed BCS bowl games, leaving everyone else out, barring a miracle! The MWC is not one of the “6 elite” conferences with an automatic invitation. Last year, the only undefeated team in football was from the MWC— The University of Utah. They “Busted the BCS,” making it to the Sugar

Bowl, and dominated the Alabama. This year I expect Texas Christian University (my alma mater) to go undefeated and break into a BCS bowl. Although teams from the “elite 6” conferences can automatically qualify for a BCS bowl with 1 or 2 losses on their records, TCU will have to be perfect to get the opportunity. I find that terribly unfair, but the perception among many football fans is that only the “elite 6 conferences,” deserve a shot.

In Bios 101, we talk about how the world perceives people with disabilities. We share our experiences trying to find our friends jobs, how we must fight to get them a fair chance. We learn of the Miller family fighting to give Joe an opportunity to attend public school in his own community. We talk about the hurdles the people we serve must face just to be considered fully and valuably human. And we talk about the 5 things we must work on every day to change the way the

world sees them.

At the risk of over simplifying real-life struggles by reducing them to a football analogy, there is something of their challenge in college football. The establishment says that a whole group of schools aren't important and don't really belong. But there is hope in the imagery of Utah's Sugar Bowl win last year. A group of people working together can bust the system. A team committed to striving for perfection can force their way into the Bowl Game, achieving equality and earning respect. As I cheer for TCU this year, there will be something of the emotion that I feel when I cheer for the people we serve, the hope that they will “bust” the system and the knowledge that they are earning respect.

As always, thank you for your service and commitment to the people we serve.

Notice of Grievance Rights By: Susan Rutledge



The right to file a grievance is an important right of Bios customers. The grievance process

allows customers to file complaints regarding issues they have not been able to resolve through their program manager or area director. Grievances can be filed by anyone interested in the welfare of a customer receiving the services. This can include but is not limited to: parent, guardian, staff, case manager, or OCA advocate.

DSP's are in a position to assist customers with this process. Grievances against the provider can be filed at any time but are usually completed once all avenues have been explored to get an issue resolved by utilizing the assigned Program Manager, Area Director or Chief Operating Officer.

Customers have the right to file grievances, receive written response to their grievance, and appeal if they are not satisfied with the response. They have the right to report allegations of abuse, neglect, and exploitation. Any attempts to deny customers these rights or trying to cause them problems for filing a grievance, should be reported to your AD or the Office of Client Advocacy at 405-525-4850 or 1-800-522-8014.

Complaints may be made about agency policy, rule, decision, behavior, action, or condition made or permitted by Bios or its employees. Grievances against a provider are handled by the provider's grievance coordinator. Grievances against OKDHS or its staff are handled by their assigned OCA advocate or the designated grievance coordinator in their DDS area office.

To file a grievance against a provider, contact your Area Director or Coordinator of Grievances in the Bios Corporate office (Susan Rutledge; 1-888-920-3600). Your AD will assist in the filing of the grievance. Assistance may be requested from including parents, guardians, advocates, case managers, staff or team member. There is no time limit for filing a grievance.

Once a grievance has been submitted and upon receipt of the grievance, contact will be made by the corporate office Grievance coordinator within three (3) working days. At this time, the grievance process as designated by OKDHS will be initiated.

Advocacy is a large part of our job. Knowing all options available is important to ensure issues are being resolved timely and persons are receiving services as they are intended.



Willie Ransom demonstrates the use of safety equipment at his job at Aramark in Tulsa, OK

“Opportunity is missed by most people because it is dressed in overalls and looks like work.”

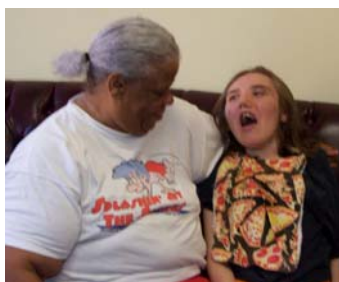
—Alexander Graham Bell

Sweet 16 for Sweet Holly By: Misty Bunnell

Today we had a special visit from Ms. Holly and her DSP Mary Cooper. Mary has been in Holly's life for around six years and Mary wanted to get Holly out of the house today because today was not any ordinary Monday it was Holly's 16th Birthday! Mary brought holly in and sat her on the couch while I gathered the crew, Maggie B and her awesome staff Veronica Frier-

son and Linda Shelton and we sang Holly "Happy Birthday". This was the first time I have ever met Holly and am honored that it was on a special day like her 16th birthday.

Holly has a smile that is priceless as you can see in the photo! HAPPY BIRTHDAY HOLLY!



Holly Silisky and her long time Bios friend, Mary Cooper, stop by the Bios Tennessee office to celebrate her 16th birthday with friends.



Willie Ransom and Robert Venzien work at Aramark in Tulsa, Oklahoma.



YOU NEED TO KNOW ME

I am a Direct Support Professional

DSP Recognition Week
September 14-19



1-866-768-1655

Karla Montgomery
Safety Officer

“Heirlooms we
don’t have in
our family, but
stories we got.”

—Rose Cherin



Substance Abuse By: Karla Montgomery

The American Psychiatric Association defines substance abuse as "a maladaptive pattern of substance use" resulting in "persistent or recurrent social, occupational, psychological or physical" problems. Abuse is different from addiction. With addiction, the user may experience withdrawal, tolerance (requiring more and more of the substance to achieve the same effect) or a driving need to use the drug, while substance abuse occurs when psychoactive agents are used in a way that differs from typical social convention.

The effects of substance abuse can be devastating, both to the user and their friends, family, colleagues and associates. Some of the negative effects include excessive absenteeism, neglect of personal and professional responsibilities, dangerous driving or use of machin-

ery, legal problems and interpersonal problems including divorce, alienations, and depression.

Types of substances that people abuse generally land into a few basic groups:

Stimulants: cocaine, amphetamines, ecstasy, nicotine and caffeine

Depressants: barbiturates, benzodiazepines (valium and sleeping pills)

Dissociative Anesthetics: PCP, ketamine

Hallucinogens including LSD and magic mushrooms

Opioids and morphine derivatives like morphine, codeine, heroin, opium

Performance Enhancers and Others: anabolic steroids, dextromethorphan solvents, paint

thinners, gasoline and glues; butane, propane, and aerosol

People who abuse substances may begin for various of reasons, including:

- Trying to control stress
- Self medication
- Depression or anxiety
- Negative peer pressure
- Boredom
- Lack of purpose

For assistance with substance abuse problems, you can contact the following organizations in your community: Alcoholics Anonymous, Alanon, Substance Abuse and Mental Health Services Administration.

Dedicated Storytellers By: Lori Hauge

An important part of advocating for people with disabilities is telling the story of their successes in life and in the community. An important way we recognize our very dedicated and hard working DSP’s is by telling their stories of making “Better Lives” for people we serve. One of our primary tools for telling our story, the stories of our Direct Support Professionals and the stories of the folks we serve is the *Bios News*.

Many people work hard to make this publication a success, but I would like to recog-

nize four particularly outstanding and consistent contributors:

Jim Tonsing
Brandi Boshers
Misty Bunnell
Amanda Crabtree

These folks really understand the value of the *Bios News* in promoting our mission and I REALLY appreciate their assistance.

In recognition of their consistent commitment, each of them will receive a \$100 gift card.

Jim, Brandi, Misty, Amanda, Thank you for your dedication to telling the stories of the people we serve!



Clockwise from top: Misty Bunnell, Jim Tonsing, Amanda Crabtree, Brandi Boshers

The President's Corner

By: Eddie Miller



I don't know about you, but I have found the ongoing health care debate encouraging. Regardless of any particular position, it is astounding to watch the "grass roots" participation of our fellow citizens. It's not easy to be a part of the "process". It takes time and energy, which equate sacrifice. I'm sure many of the people attending the various town hall meetings across the country would rather be spending time with their children, spouses, or in this current economy, making a living. Yet, they sacrifice to insure their point of view is at least heard. Several of us spent time and energy during the last Oklahoma legislative session trying to get pay increases. We came very close. Our efforts yielded a draft piece of legislation. Unfortunately it didn't make it to the legislature for a vote. We were told there simply wasn't enough time, legisla-

tors couldn't grasp such a complex topic so late in the session, in all honesty not enough of us put forth the time and energy necessary to make it a legislative priority.

Before you throw the newsletter across the room, curse my name, please know I understand you are sacrificing. Currently in both Oklahoma and Tennessee you are severely underpaid, you make 46% less in wages and benefits than your state employee counterparts, yet you strive to make a difference daily in the lives of the people you serve. With that being said, your legislator probably doesn't know your story. How often have you heard on the news or read in the paper "State employees need raises, legislators concur", you can bet he/she knows theirs? Just as he/she does with state employees, your legislator must know you live and are active in the community, know their family, are

willing to help with their campaign, and most importantly you vote.

If we hope to accomplish the rates necessary for a pay increase, protect the quality of our services, and fully educate our legislators, we must dramatically increase the time and energy spent on our advocacy. In doing such, more legislators will understand, appreciate, and most importantly value your work and the people we serve. Now is a great time to do such. All of our elected representatives both state and federal are currently at home. Their contact information is readily available in the phone book or internet. All of them take phone calls, e-mails, and written letters. Contrary to current opinions, they do like hearing from their constituents (at least the ones trying to make a difference). Contact them, share your story, offer your support in their campaigns, and give them the opportunity to spend their time and energy on your behalf.



Health Care reform is an important issue. Your legislators need to hear from you!

"I have come to the conclusion that politics are too serious a matter to be left to politicians."

—Charles De Gaulle

Training, Continued from Page 8

the time of orientation. Expenses will be determined by executive administration.

To complete required training, contact your PM for your required training and a review of completed training. Your PM will submit a training request to Trainer Stacia

Ellis (Sap/Tul/Musk/Bville areas), Jessica Powell (TN) or Terrance Jones (OKC) to schedule needed training.

Training notices will be mailed to you as well as posted in your file in Bios UltiPro system for you to view at <https://>

ultiproweb.bioscorp.com under documents/training notices.

Questions? Contact your PM, Stacia Ellis, Jessica Powell or Terrance Jones.



Kathalena Avendano
 Mary Bowman
 Cindy Cauthron
 Jennifer Cheek
 Tausha Cook
 Linda Dover
 Mary Gafford
 Mary Holcomb
 Rick Jones
 Kay Kelley
 Cindy Ledbetter
 Terri Malone
 Mitzi Manning
 Eddie Miller
 Joe Miller
 Mark Moskal
 Lori Mouse
 Barbara Reid
 Paula Simmons
 Coleta Wormser
 Leonard Wormser
 Doyle Young
 Annie Alexander
 Penny Armstrong
 Marie Arsenaunt
 Tina Booker
 Misty Bunnell
 Maggie Burum
 Nakia Crutcher
 Veronica Frierson
 Michelle Gray
 Dominique Greene
 Aniecia Harwell
 Elsie Hawkins
 Trisha Lambing
 Tchlinda Lilly
 Ashley Marshall
 Joyce Pillow
 Lashanda Pillow
 Kayla Rhodes
 Linda Shelton
 Tiffany Trice
 Tara Vandygriff
 Crystal Webster
 Levette Wilson
 Brandy Workman
 Misty Brewer
 Leslie Bryant
 Brandy Buchanan
 Mary Cartlidge
 Harley Collins
 Sherri Edgar
 Jo Gist
 Gay Humphrey
 Cora Jarrett
 Treece Johnston
 Liz Robinson
 Renette Vann
 Amanda Crabtree
 Gordon Fujii
 Terrance Jones
 Arma Polk
 Jodi Anaya
 Robin Baginski
 Tiffany Carpenter
 Pamela Consedine
 Cissie Constuble
 Beejay David
 Owen Howell
 Bobby Lewis
 Rosario Rivera
 Karen Sherrick
 Shannon Shufeldt
 Tammy Thomison
 Jim Tonsing
 Juanita Williams

September Birthdays

By: Cindy Ledbetter

DIANA L. WICKHAM	09/01		KIZZY CHAPLIN	09/13
SHARON R. RYAN	09/01		JOSEPH A. PANKONIN	09/13
REBECCA K. JOHNSON	09/02		MIACHEL L. GREEN Jr.	09/13
ASHLEY L. GROOMS	09/02		BREION L. HOUSTON	09/14
MISTY D. GRAVES	09/02		BRYAN D. WALKER	09/14
TERRIE IRVING	09/03		BRANDY E. BUCHANAN	09/14
KATHY D. MILLER	09/03		JAMES COKE	09/15
JAY MOBLEY	09/03		JOSEPH W. DAVIS	09/15
JIMMY L. ALDRIDGE	09/03		JESSICA A. HAVENER	09/16
TENNILLE STEVENS	09/04		GEORGE A. PARSON	09/16
QUINTEN J. BOOKER	09/05		TAMMI L. BREEDEN	09/16
DAVID E. WILSON Jr.	09/05		KYLE BRADLEY	09/16
BYRON J. CHURCHILL	09/05		BONITA R. HOWARD	09/17
ADALI MURCHISON	09/06		SHERRI DAIL	09/17
JOHN H. HARRIS Sr.	09/06		CLINTON STEELE	09/17
KAREN S. SHERRICK	09/06		ALICE C. BARNES	09/18
KENDRA V. EAVES	09/07		WILLIE RANSOM	09/18
DOMINIQUE J. GREENE	09/07		SHANNON R. HOLCOMB	09/20
ROXANNE KIRKLIN	09/07		JUANITA POUNCIL	09/20
RAYMOND L. FUDGE	09/07		COLESHA TEAGUE	09/22
REKEISHA D. WILLIAMS	09/07		ALLEN D. MILLER	09/22
KIERRA GOODMAN	09/08		CHRISTOPHER LEFFALL	09/22
WILLA D. JORDAN	09/08		JOYCE A. WISE	09/23
JOYCE K. MARLOW	09/08		ALICE M. BUTLER	09/23
JESSICA L. JONES	09/08		CORNELIUS M. HOPKINS	09/24
TAMRA PHILLIPS	09/09		KIRK E. ELAM	09/24
SHIRELL L. MUNDINE	09/09		CHRISTY CROMWELL	09/24
ROBIN L. LAWSON	09/09		CLIFFORD WALLACE	09/25
BESS R. MULLINAX	09/09		KARALYN K. INGALLS	09/25
VICTORIA D. WOOD	09/09		MELINDA MCMANES	09/25
REDONNA K. BOULWARE	09/09		SUSAN B. RUTLEDGE	09/26
MARY B. BOWMAN	09/10		MARY R. CARTLIDGE	09/29
CINDY M. AL-SAUD	09/10		MITZI MANNING	09/29
TALEIGHA D. SIZEMORE	09/10		SHERRIE HENSON	09/29
RUTHIE P. BULLER	09/12		SHARELL M. HESTER	09/30
LISA J. ROBLES	09/12		CONSTANCE GILBREATH	09/30

September Anniversaries

By: Cindy Ledbetter

BURGESS, LINDA K.	9/10		MCCRAW, CHRISINA L.	9/5
THOMISON, TAMMY L.	9/5		MCPETERS, CHARLES A.	9/5
BUTLER (MUSK), ROBERT	9/5		CURTIS, RHONDA	9/18
BUTLER, ALICE M.	9/5		ELLINGTON, HOPE A.	9/18
GARRISON, MICHELLE L.	9/25		GRANDBERRY, CONCETTA S.	9/25
MARTIN, DAWN B.	9/17		MCGILL, LEBRIAN	9/21
MORRISON, DEBORAH G.	9/23		PILLOW, CHANNIN D.	9/30
STEVENS, JESSICA	9/26		PILLOW, JANET Y.	9/18
WHITFIELD, LAKIRA A.	9/12		ROBERTS, TAMMY J.	9/25
DIGOLLO, ERIC	9/9		WALTER, GARRETT A.	9/25
HUDSON, RENITA	9/18		ADAMS, JOAN E.	9/26
JONES, TERRANCE L.	9/22		BELAY, AMDEA T.	9/17
REYNOLDS, CAROL B.	9/1		CHEATER, ANDERSON	9/11
WEBER, PAULA K.	9/25		DAVIS, JOSEPH W.	9/25
BEAN, KENNETH D.	9/13		DYE, IVY L.	9/4
BEAN, YVONNE D.	9/18		HENRY, ALPHONSO	9/10
CAMPBELL-COTE, TRACI L.	9/19		HUFF, CRAIG K.	9/20
COWAN, LARRY D.	9/5		MANG, SIAN K.	9/4
DOUGLASS, KRISTY G.	9/25		MANNING, MITZI	9/19
HALEY, PRESTON D.	9/16			

Upcoming Events

Sapulpa-Tulsa

August 18th: Fresh Start - Nutrition and You Class. Class will be held every Tuesday for 16 weeks. 4 p.m. Bios Office

Topics: Meal Preparation, How to enjoy healthier foods, Managing a grocery budget and much more!!

September 12 & 13: Sunbelt Rodeo. Parsons, Kansas. Call Mark Moskal for info: 227-3734

Muskogee

September 10th and 24th: Dinner and a Movie, Muskogee Office, 5:30pm

September 26th and 27th: Muskogee Campout, Sequoyah State Park

September 30th: September Anniversary Party, Muskogee Office, 4pm

October 8th and 22nd: Dinner

and a Movie, Muskogee Office, 5:30pm

October 17th: Halloween Carnival, Muskogee Office, 6pm-8pm

October 28th: October Anniversary Party, Muskogee Office, 4pm

November 5th and 19th: Dinner and a Movie, Muskogee Office, 5:30pm

November 12th: Muskogee Thanksgiving Dinner, Muskogee Civic Center (Room E) 6pm-8pm

November 24th: November Anniversary Party, Muskogee Office, 4pm

December 3rd and 17th: Dinner and a Movie, Muskogee Office, 5:30pm

December 18th: OBI Blood Drive, Muskogee Office, 4pm-6pm

December 29th: December Anniversary Party, 4pm

Bowling every Tuesday night at

Thunderbowl Lanes in Tahlequah

Columbia, TN

September 13th-19th: DSP Recognition Look for Special Events that will be posted at the Columbia Office and Flyers mailed by September 1st.

October 29th: 4TH Annual Corn Maze, Haunted Hayride, and Campfire Wiener Roast at Ring Farm. Look for Details to come.

November 12th: 4Th Annual Thanks Giving Feast and Home Cooking Provided by Director Kristi Wendling 12 Noon, Details of Location to come.

December 5th: Christmas Celebration Dinner and Best of the Best Awards. Details to come.

Every Tuesday and Thursday Bingo, Ping Pong, and card/board games 10AM-2PM, Fairview Community Recreation Center.



Freddie Cathey, Sr. enjoys the Bios Tennessee Picnic

“You can discover more about a person in an hour of play than in a year of conversation.”

—Plato



More September Birthdays

Adlai Murchison	6
Bruce Creviston	2
Cecil Dennis	18
Christine Glasser	20
Christopher Leffall	22
Clifford Wallace	25
Dan Hartman	27
Danny Ball	20
James Chrisman	29
James Coke	15
James Jowers	30
James Sanford	8

Jimmy Aldridge	13
Jimmy Hill	29
Joe Holmburg	26
Joseph Pankonin	13
Juanita Pouncil	20
Malinda Joice	23
Micheal Evans	5
Monty Davidson	28
Rebecka Bradley	23
Sabastian Pitts	23
Tim Kinsinger	23
Vanessa Guffey	2
Willie Ransom	18



Kim and Mr. Colley “cut a rug” at the Bios Tennessee Summer Picnic in June.



Kendyll Miller is Director of Human Resources for Bios Management Company.

Training By: Kendyll Miller

Training is important. As a well trained employee, you are better prepared to not only meet and exceed the expectations of our customers but to enjoy the journey of “empowering *Yourself* to reach *Your dreams*”.

Here’s what you need to know about Employee Training:

All Bios employees who provide direct care are required to complete New Employee Training, Job Specific Training, Individual Specific Training and annual DDSD/DMRS training.

Bios assists you in fulfilling

your responsibility for obtaining and maintaining your training by assisting you in scheduling your classes and monitoring training that must be refreshed, such as First Aid/CPR and MAT. Your responsibilities include maintaining copies of training documents, knowing when your training expires and contacting the appropriate training coordinators to schedule classes you need.

It’s important to make sure you attend all classes you are scheduled for; otherwise, you will be responsible for the cost

of the missed class.

Employees who choose to leave Bios before completing 1 year of employment will agree to reimburse Bios for any training bonus or training expenses and training bonuses by signing a Training Cost Agreement at (Cont’d Page 5)

