

Bringing the digital fun to "Sunrise residential"

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It's just one slide away! -

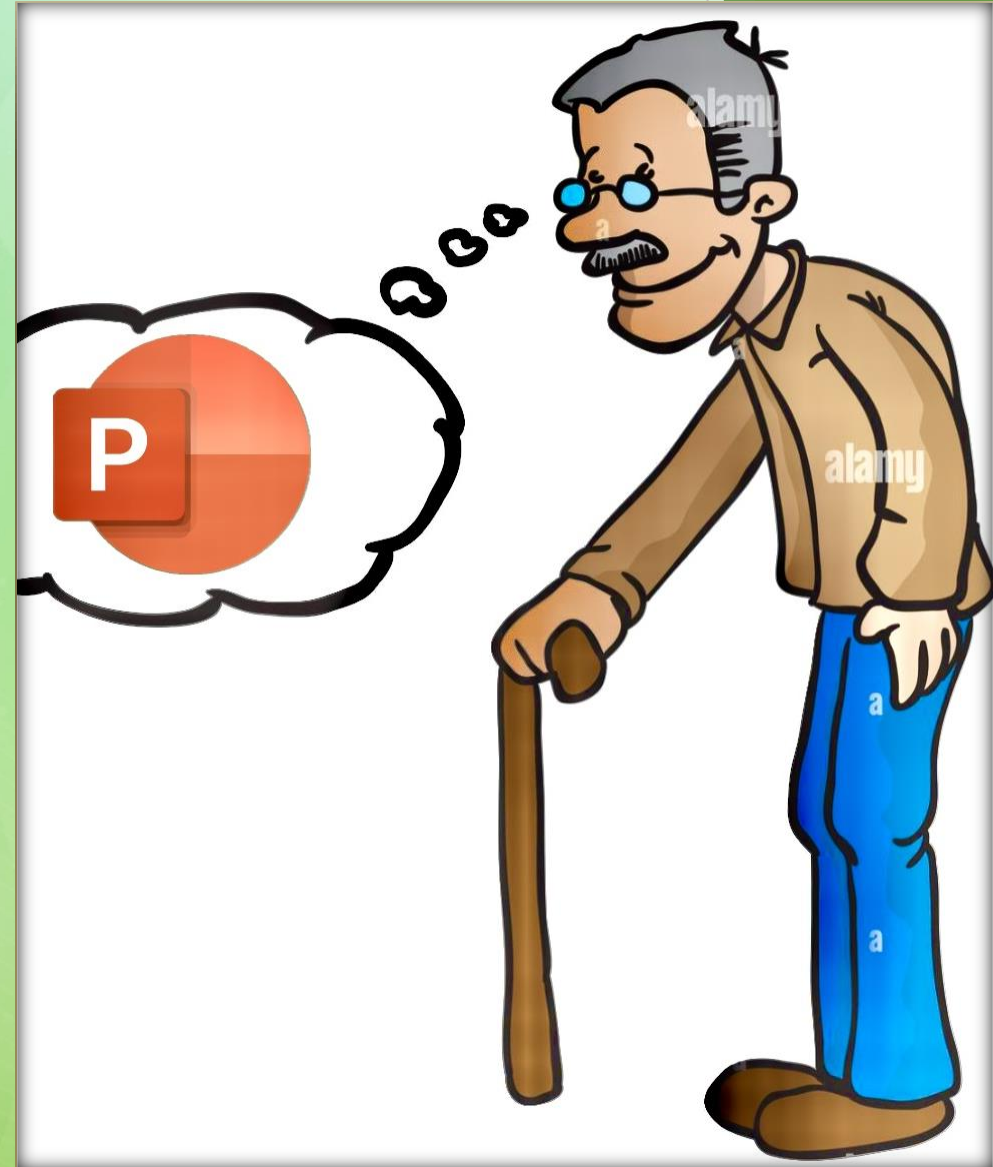
- As people pass through time. Either to have passed our front door, or just walked past our lovely care home. One thing that no one couldn't change...is making time stop. So don't we have to evolve at a pace with it?
- Definetly, **modernizing** our tech and refreshing ours staffs knowledge(skills) about certain apps and step-by-step walk-throughs have helped out our system into becoming a **BETTER** care home.
- Our best and definetly the most usefull apps are ***PowerPoint*** and our beloved ***Outlook***.

Useful and entertaining!

PowerPoint. An app full of ups, most unlikely downs.

- Here at Sunrise residential, our elders most love this app for its wide variety of animations and transitions. Its slideshows in general represent a great deal of fun for some.
- It came in just ideal and handy, in building our time scheme, food and med inventory, etc. Thanks to the feature of *inserting tabs*. Organizing just became *quick and easy*.
- As we do host some patients with seeing difficulties, Powerpoint gives us the full control of texts and fonts. Making sure that we are all-inclusive and no one is left behind.

There is one problem when it is getting on information overload. It does affect some more than others.



Outlook

Microsoft outlook is an email and calendar management application. In a residential care home like in sunrise, outlook enables staff to communicate quickly and securely via email. Care workers can send updates about residents, shifts and care plans to colleagues and managers. The shared calendar function allows nurses, visiting doctors and administrators to coordinate medical appointments, meetings and staff rotas reducing scheduling conflicts.



Benefits

- Improved communication, streamlines information between staff, ensuring timely updates about the residents care or health.
- Scheduling, the calendar feature helps reduce confusion around shift patterns, appointments and meetings.
- Accessibility, can be accessed from desktop, tablets or phones.
- Security, using outlook ensures that communication is formal, traceable, recorded and protected.

Limitations

- Internet dependence, requires stable internet access which could be an issue in certain parts of the building.
- Information overload, staff may receive too many emails making it easy to miss important updates.
- Real time interaction, both parties may not be interactive at the same time so it is not ideal for time sensitive communication.

A grayscale photograph of two women sitting at a table, facing each other with their hands clasped, appearing to be in a serious conversation. The image is dimly lit and serves as a background for the text.

No one is left behind, just yet!

- In the big 25', there is no question about the necessity of adapting to new technology. In the care home management, the digital skills are a **necessity**. If one team member may lack in those digital abilities, they may fail in completing certain tasks.
- Ex - it is important for staff to actively share the conditions of its patients at the end of the day. Supposedly, staff must know how to insert and edit those tabs/charts, then to be making sure to share it.
- (Mohammed Jawad Wadhim 2024) for *International Journal of Social Trends* explained that digital literacy is a good factor in promoting inclusivity at the workplace, so that the management can make sure all staff has equal tasks and growth opportunities.
- When individuals of staff lack in digital literacy, they are less likely to experiment with the new technology.

Checklist for digital safety practices:

Email safety:

Verify the senders email address before opening attachments or clicking any links.

For the carers to regularly review and to protect old emails that contain sensitive information.

Logins:

Regularly remind the patients to update their passwords and to avoid sharing it with other people.

Monitor the patients login activity for any unauthorised access.

Maintain patient confidentiality :

Carers need to ensure that the patient's information is only shared on a need to know basis.

The carers also need to remember to review and update confidentiality policies and practices .

Safe document storage:

Dispose any physical documents so that prevents the loss of documents.

Keep all sensitive documents in a safe place, location.

REFERENCES

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