



November 2015

## We are Thankful for our Providers!

This month we celebrate the annual harvest and give thanks for all we've been blessed with. Here at Helping Hands, we would like to express our gratitude for you, our providers. You work long physically and emotionally demanding days in one of the most difficult careers there is. You teach, feed, clean and care for our little ones, and for this we thank you!

Thank you for being a part of Helping Hands!



### Are you planning on moving?:

Just a quick reminder. If you are planning on moving to a new home, apartment, basement, trailer, etc. please remember to let us know as soon as you set the moving date. Once you move your license or certificate automatically expires. You must get a new license / certificate from licensing, or us (if you're relative care). Until this is done you cannot claim. Let us or licensing know early and it can be arranged to have your new home inspected and reactivate your certificate as quickly as possible!

### Claiming Holidays:

Please remember that there are only 4 days a year when claiming is not allowed, 3 of these days are coming up in the next 2 months. Because we need to be able to potentially monitor every day that a provider is claiming, we do not allow claiming on these days so our staff can spend these days with their families. They are: Thanksgiving Day, Christmas Day, and New Year's Day. Thanks for your understanding!

### November dates to take note of...

- 1st—Mail or put your claim thru the mail-drop today
- 4th—Last day claim accepted in the office
- 14th—Provider Training Class (English & Span) call to register
- 18th—Staff meeting. Office closed 1 PM—3 PM.
- 20th—Error letters & CIFs sent out (date approximate)
- 26th—**Thanksgiving** (office closed, and cannot claim this day)
- 27th—Thanksgiving weekend (office closed and CAN claim)
- 30th—Funds sent out today, they will arrive in bank accounts Dec 1st. Last day for November enrollments!

### Thinking about transferring to a new sponsor?

Remember. If you decide to leave Helping Hand (and why would you?) to go to another sponsor there are a couple of things to be aware of 1) you can only move to another sponsor once a year—on your agreement expiration date. We must be notified *before* it expires. 2) a transfer form must be completed by us and your new sponsor and approved by the USOE before it becomes official. If you do not follow these steps, your transfer could be delayed or even denied.



### Pumpkin Pie

- |  |                        |
|--|------------------------|
| 2 uncooked pie crust                                       | ¾ cup brown sugar      |
| 2¾ cups pureed cooked pumpkin (steamed, boiled, or canned) | 2 tsp cinnamon, ground |
| 1 can (12 oz) evaporated milk                              | 1 tsp ginger, ground   |
| 2 eggs, beaten   | ½ tsp nutmeg, ground   |
|  | ¼ tsp cloves, ground   |
|  | ½ tsp salt             |

Preheat oven to 400° F. Place prepared pie crusts in pie pans. In a large bowl, beat pumpkin, milk, eggs, sugar, spices, salt with an electric mixer. Mix well. Pour into the uncooked pie crust. Bake 40 minutes or until when a knife is inserted it comes out clean.

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