

**Dedicated Nursing Associates & DNA**  
**Safety Committee Meeting Agenda – Key Risk**

**Date of Meeting:** 5/26/2021

**Time of Meeting:** 11:30 AM

**Location of Meeting:** Suite 202 Conference Room or Teleconference. Conference Line: 267-930-4000, Participant Code: 450-366-173

1. **Roll Call**
2. **Vote in new member**
2. **Review agenda for this meeting.**
3. **Review and approve last month’s meeting minutes.**
4. **Review of workplace accidents that have occurred since the last meeting; discuss contributing cause, root cause, and corrective actions.**
5. **Review the status of old business and the committee’s suggested corrective actions.**
  - o **Article on ” Transfer from Wheelchair to Toilet “**
6. **– New Business**
  - o **Article on “Slips, Trips and Falls of Healthcare Workers “**
  - o **Discuss workers comp issues and go over ones that are consistently happening.**
  - o **Discuss status/progress of Committee Goals**
  - o **Next Member to come up with next topics for discussion**
7. **Recommendations to management**

**Dedicated Nursing Associates & DNA**  
**Safety Committee Agenda**

<b>Meeting Date: 5/26/2021</b>	<b>Time meeting started:</b> <i>11:30 AM</i>
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<b>Meeting Chairperson:</b> <b>Danielle Reilly</b>
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<u>Present</u>	<u>Absent</u>
Jenna Highfield	Chris Young
Nikki Raveling	Danielle Reilly
Cassandra Angelone	
Heidi Zedlar	
Melissa Spagnol	
Christina Zappa	

Agenda for today's meeting was reviewed by all members:  Yes  No

Previous meeting minutes from (4/2021) were read and approved:  Yes  No

**Review of Accidents/Incidents Since the Last Meeting (employee, non-employee, vehicle accidents, near misses, property, & other)**

<b>Date</b>	<b>Injury Causation (Description)</b>	<b>Assignment /Facility</b>	<b>Injured Body Part (Body Part, Left/Right, Lower/Upper)</b>	<b>Follow Up (Communication, Contact Facility, Treatment, Education, etc.)</b>	<b>Recommended Corrective Action</b>	<b>Is Claim Ongoing? Current Outcome</b>
5/2/2021	IW was feeding a patient when the patients roommate requested the IW leave. The roommate became aggressive & grabbed the IW by the wrist & shoulder as the IW attempted to leave.	Contract  Wexford Health Care Center  Nursing Home	Scratches on R & L arm.  Bruise on upper L arm	Combative Education emailed 5/7/2021	NA	Signed Refusal of Treatment 5/2/2021
5/5/2021	IW was lifting a resident from their bed to a wheelchair when they felt a strain in their back but continued to work. The IW stated this resident did not utilize lifts.	Contract  Fairview Manor  Nursing Home	Middle Lower Back	Safe Patient Handling Education emailed 5/7/2021	Obtain confirmation.	Full Duty Release 5/18/2021  Claim Denied IW refused to treat on panel
5/6/2021	IW was placing dishes in a dishwasher. The IW did not realize there was water on the floor. The IW slipped on the water, when her foot and leg went different directions during the fall.	Contract  The Residence at Whitehall  Retirement Community	R Foot  R Knee	NIOSH Slip, Trip & Fall Education emailed 5/19/2021	Obtain confirmation. Released on 6/1.	On Going  F/U appt 5/25/2021
5/13/21	The caregiver (CG) was in full PPE gear, gown, gloves & face shield. The CG was removing a bandage from a resident's toe when	Contract  Manor Care Greentree  Nursing Home		OSHA Bloodborne Pathogen Education emailed 5/19/2021	Obtain confirmation.	On Going  CG returned on 5/16/21  F/U appt in 3 weeks due

	blood squirted up and onto her. The CG removed all PPE and found a spot of blood on their wrist. The CG washed and sanitized. The resident is HIV & Hep positive.					to blood tests and hep B shot series

**Status / Progress of Uncompleted Old Business**

<b><u>Old Business Item:</u></b>	<b><u>Updates:</u></b>
<i>Transfer from Wheelchair to Toilet</i>	Uploaded to DNA Website

**New Business (Round Table Discussion)**

<b><u>Committee Member Name:</u></b>	<b><u>Topic / Hazard Identified:</u></b>	<b><u>Responsibility Assigned To Whom &amp; Action To Be Taken:</u></b>
<i>Group</i>	<i>Discuss new incidents</i>	
<i>Group</i>	<i>Article on: "Slips, Trips and Falls of Healthcare Workers"</i>	
<i>Group</i>	<i>Update on Goals</i>	

## Status/Progress on Committee Goals

<u>Goal:</u>	<u>Updates/Action to be taken:</u>
	No employees on reemployability
	Schedule trainings.

## Other Reports or Guest Speakers

<u>Guest Name:</u>	<u>Topic Discussed / Presented to the Group</u>
Peaches Newby	

<b>Meeting Adjourned:</b>	11:45
<b>Next Meeting:</b>	6/2021
<b>Meeting Minutes Completed By:</b> Jenna Highfield	

- *A copy of these minutes & the agenda should be distributed to all company employees or posted where all employees have access to them.*
- *These meeting minutes should be attached to the corresponding agenda and sign-in sheet, and kept on file with your safety committee records.*
- *Please be certain that the date of the sign-in sheet, agenda, and minutes are all the same for each meeting.*
- *You must maintain these records for at least FIVE years.*