

Dedicated Nursing Associates & DNA
Safety Committee Meeting Minutes – Key Risk

Date of Meeting: 4/27/2021

Time of Meeting: 11:00 AM

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

1. **Roll Call**
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.**
 - **Article on "Understanding and Dealing with Resident Aggression"**
6. **– New Business**
 - **Article on "Transfer from Wheelchair to Toilet"**
 - **Discuss workers comp issues and go over ones that are consistently happening.**
 - **Discuss status/progress of Committee Goals**
 - **Next Member to come up with next topics for discussion**
7. **Recommendations to management**

Dedicated Nursing Associates & DNA
Safety Committee Agenda

Meeting Date: 4/27/2021		Time meeting started:	<i>11:00 AM</i>
------------------------------------	--	------------------------------	-----------------

Meeting Chairperson: Danielle Reilly	
-------------------------------------------------	--

<u>Present</u>	<u>Absent</u>
Jenna Highfield	Chris Young
Heidi Zedlar	Melissa Spagnol
Christina Zappa	
Cassandra Angelone	
Nikki Raveling - virtual	
Danielle Reilly - virtual	
Cara Neff - virtual	

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

Previous meeting minutes from (3/2021) were read and approved: ☒ Yes ☐ No

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

Date	Injury Causation (Description)	Assignment /Facility	Injured Body Part (Body Part, Left/Right, Lower/Upper)	Follow Up (Communication, Contact Facility, Treatment, Education, etc.)	Recommended Corrective Action	Is Claim Ongoing? Current Outcome
4/1/21	Combative patient threw a trash can at the IW.	Contract Rehabilitation Center Embassy Hearthside	R Shoulder & collar bone	Emailed education on combative patient. Acknowledgement received 4/5/2021	NA	Signed Refusal of Treatment
4/7/21	IW was donning COVID gear. The IW was placing their N95 mask on their face. The mask snapped back and the top portion struck their R&L eye.	Per Diem Nursing Home Southwestern Nursing Care Center	R & L eyes	Emailed education on donning N95 mask.	Receive education acknowledgement	Full Duty Release 4/10/2021
4/14/21	A Resident walked to the desk with chair alarm. The IW attempted to take it from them. They became combative, struck the IW in the stomach and grabbed her wrist & bent it backwards.	Contract Rehabilitation Center Vestal Park Rehabilitation	R Wrist	Emailed education on combative patient.	Determine if resident has history of violence Receive education acknowledgement	Full Duty Release on 4/19/2021
4/16/21	The IW was assisting a resident. The resident was standing with her walker when the IW went to pick up a blanket on off the floor. The resident began to fall on top of her, they both landed on the bed.	Contract Assisted Living Ashe Assisted Living	Back	Emailed education on safe patient handling.	Focus on stability of the resident before controlling surroundings such as the blanket Receive education acknowledgement	Full Duty Release on 4/19/2021
4/21/21	The IW was a larger resident. The resident was a 1	Per Diem	Lower Back	Emailed education on turning patients		Signed Refusal of Treatment

	assist and the IW did clarify if they were a 2 assist. She was told no from a facility employee. The IW was pushing the resident to roll them to their left side to be changed. The IW stated the resident was not assisting them and that is when she felt a strain in her back.	Nursing Home Universal Health Care North Raleigh			Receive education acknowledgement	
4/23/21	The IW was trying to call the Nurse Supervisor to report a facility CAN who was being aggressive and cursing at them. When the IW reached for the phone he struck her on her knuckles twice. The facility was made aware.	Contract Nursing Home Manor Care Greentree	Left Knuckle	Emailed education on OSHA workplace violence.	Receive education acknowledgement Contact facility.	Signed Refusal of Treatment

Status / Progress of Uncompleted Old Business

<u>Old Business Item:</u>	<u>Updates:</u>
Understanding and Dealing with Resident Aggression	Uploaded to DNA Website

New Business (Round Table Discussion)

<u>Committee Member Name:</u>	<u>Topic / Hazard Identified:</u>	<u>Responsibility Assigned To Whom & Action To Be Taken:</u>
<i>Group</i>	<i>Discuss new incidents</i>	
<i>Group</i>	<i>Article on: "Transfer from Wheelchair to Toilet "</i>	Jenna Upload to DNA website
<i>Group</i>	<i>Update on Goals</i>	

Status/Progress on Committee Goals

<u>Goal:</u>	<u>Updates/Action to be taken:</u>
Submit on IW to reemployability	

Other Reports or Guest Speakers

<u>Guest Name:</u>	<u>Topic Discussed / Presented to the Group</u>
Cara Neff	DNA goals

Meeting Adjourned:	11:30AM
Next Meeting:	5/2021
Meeting Minutes Completed By: 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.*