

**Dedicated Nursing Associates & DNA**  
**Safety Committee Meeting Minutes– Ohio**

**Date of Meeting:** 5/4/2021

**Time of Meeting:** 2:45 PM

**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.**
  - o **Article on " Understanding and Dealing with Resident Aggression "**
6. **– New Business**
  - o **Article on "Transfer from Wheelchair to Toilet "**
  - 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**



**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>
4/7/2021	IW experienced pain after lifting a 400-500lb resident	Travel Nursing Home Heartland of Miamisburg	Right shoulder, Right upper arm	Education sent via email on assistance devices 4/16/2021. Acknowledgment received 4/16/2021	Potentially use life for heavier residents in the future	Ongoing  F/U on 5/6/2021
3/22/2021	IW strained her back after catching a resident who was beginning to slip when exiting the shower. Resident was attempting to get out of shower chair. IW was able to get the resident into wheelchair.	Per Diem Assisted Living Sanctuary at Tuttle Crossing	Back	Education sent via email on showering assistance on 4/16/2021	Verbalizing instructions to patients	Full Duty Release 3/26/2021
4/17/2021	The IW was working alone from 11PM-3AM, the IW was aiding assistance to many patients and was doing repetitive lifting. The IW was unable to pin point one certain task that caused the injury but stated the repetition from lifting caused the pain.	Per Diem Senior Citizen Center The Wyngate at Circleville	Neck and Back	Education sent via email on safe patient handling on 4/26/2021	NA	Full Duty Release 4/20/2021

## 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 &amp; 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>	
<i>Group</i>	<i>Update on Goals</i>	

## Status/Progress on Committee Goals

<u>Goal:</u>	<u>Updates/Action to be taken:</u>
Continue is search for TPA	

## Other Reports or Guest Speakers

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

Meeting Adjourned:	3:00 PM
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.*