

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

**Date of Meeting:** 9/23/2021

**Time of Meeting:** 2:30 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.**
  - **Article on " Here's What You Need to Safely Work with Bariatric Patients "**
6. **– New Business**
  - **Article on "What is a Care Plan and Why Should I Care?"**
  - **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**

<b>Meeting Date: 9/23/2021</b>	<b>Time meeting started:</b> 2:30 PM
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<b>Meeting Chairperson:</b> Danielle Reilly
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<u>Present</u>	<u>Absent</u>
Nikki Raveling	Chris Young
Cassie Angelone	Danielle Reilly
Ashton Hamer	Melissa Spagnol
Christina Zappa	
Heidi Zedlar	
Ashley Lee-virtual	

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

Previous meeting minutes from (8/2021) 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>
9/19/21	The IW lifted a resident from bed to chair. The IW felt pain in their back. The IW did not follow the residents care plan and stated the family does not wish for them to utilize the Hoyer lift.	Per Diem  The Pines at Davidson  Retirement Community	Lower Back	Emailed Education  Article and Video on Following Patient Care Plan  Safe Patient Transfers  Acknowledgement Received		Closed  Signed Refusal of Treatment
9/22/21	The IW was adjusting their mask on their face. The mask snapped back and the metal nose piece struck their L eye.	Per Diem  Vero Health & Rehab of Sylva  Nursing Home	L Eye	Donning mask education		
9/22/21	The IW was providing care to 2 residents. The first resident the IW was assisting became combative while they were assisting with the bathroom. The IW felt a pop and pain in her back. The 2 <sup>nd</sup> resident that the IW was assisting with became combative and they kicked them in the stomach. The IW fell backwards and hit the wall and floor.	Contract  Vestal Park Rehabilitation and Nursing Center  Nursing Home	Lower Back, Hip & L Leg	IW 3 <sup>rd</sup> combative incident at same facility	Follow up with the facility. How many patients do they have. Is it a facility that has a lot of dementia unit. Did she reach out for assistance? What exactly was combative? What time did she report to the facility? Name of supervisor.	On Going  Restrictions pending in person evaluation

## Status / Progress of Uncompleted Old Business

<u>Old Business Item:</u>	<u>Updates:</u>
<i>“Here’s What You Need to Safely Work with Bariatric Patients“</i>	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: “What is a Care Plan and Why Should I Care?“</i>	
<i>Group</i>	<i>Update on Goals</i>	One IW has been submitted to a ReEmployAbility assignment currently waiting on ReEmployAbility to send offer packet.
		Nikki, Tina, Ashley completed PATHS Preventing Back Injuries

## Status/Progress on Committee Goals

<u>Goal:</u>	<u>Updates/Action to be taken:</u>
Safety Training	DNA HR Dept will be attending PATHs training. Preventing Back Injuries, Safety Culture, and Root Cause Analysis.

## Other Reports or Guest Speakers

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

<b>Meeting Adjourned:</b>	
<b>Next Meeting:</b>	10/2021
<b>Meeting Minutes Completed By:</b> Nikki Raveling	

- *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.*