

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

**Date of Meeting:** 6/30/2021

**Time of Meeting:** 12:00 PM

**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.**
  - **Article on "Slips, Trips and Falls of Healthcare Workers"**
6. **– New Business**
  - **Article on "Recommendations for Turning Patients with Orthopedic Impairments"**
  - **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: 6/30/2021</b>	<b>Time meeting started:</b> 12:00 PM
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<b>Meeting Chairperson:</b> Danielle Reilly
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<u>Present</u>	<u>Absent</u>
Ashton Hamer	Christ Young
Casandra Angelone	Melissa Spagnol
Heidi Zedlar	
Christina Zappa	
Ashley Lee (Virtual)	
Danielle Reilly (Virtual)	
Nikki Raveling (Virtual)	

Agenda for today's meeting was reviewed by all members: \_\_\_Yes \_\_\_No

Previous meeting minutes from (5/2021) 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>
6/27/21	The IW was administering insulin to a patient. When unscrewing the needle cartridge from the insulin pen, the IW stuck their left index finger after needle had been used on the patient.	Per Diem Briarfield Manor Nursing Home	L Index Finger	Emailed Education on Preventing Needlesticks and Sharps Injuries	Insulin needles have retractable needles. Heidi to send to Nikki and Ashley education on how to use retractable needles to send to IW.	Open  Received Full Duty Release – waiting on HMS to close claim

**Status / Progress of Uncompleted Old Business**

<b><u>Old Business Item:</u></b>	<b><u>Updates:</u></b>
<i>Slips, Trips and Falls of Healthcare Workers</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>
Group	Discuss new incidents	
Group	Article on: "Recommendations for Turning Patients with Orthopedic Impairments "	
Group	Update on Goals	

### Status/Progress on Committee Goals

<u>Goal:</u>	<u>Updates/Action to be taken:</u>
TPA	Melissa and Christina reviewing TPA quotes

### Other Reports or Guest Speakers

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

<b>Meeting Adjourned:</b>	6/30/21 11:56 AM
<b>Next Meeting:</b>	7/2021
<b>Meeting Minutes Completed By:</b> Ashton Hamer	

- *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.*