

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

Date of Meeting: 11/29/2021

Time of Meeting: 2:30 PM

Location of Meeting: *Suite 202 Conference Room or Teleconference. Conference Line: 267-930-4000, Participant Code: 097-986-555*

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 " Preventing Slips and Falls for Nurses"**
6. **– New Business**
 - **Article on "Patient Care Transfer Techniques"**
 - **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: 11/29/2021		Time meeting started: 2:30 PM
---------------------------------	--	--------------------------------------

Meeting Chairperson: Danielle Reilly	
--	--

<u>Present</u>	<u>Absent</u>
Ashton Hamer	Cassie Angelone
Michael Mucci	Danielle Reilly
Ashley Lee	Chris Young
Nikki Raveling	Heidi Zedlar
Christina Zappa	
Melissa Spagnol	

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

Previous meeting minutes from (10/2021) were read and approved: X 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
11/1/21	The IW was administering an insulin shot w/ a KwikPen. The IW was squeezing the stomach area & began administering the insulin. The needle slipped and stabbed her L thumb. The IW stated that insulin pen being used will retract once all units have been administered. However, the pen only administered 1 unite and not the full 25 units. That is why the needle did not retract.	Per Diem Rochester Residence and Care Nursing Home	L Thumb	Education Emailed: OSHA and Worker Safety in Hospitals and How to Prevent Needlestick and Sharps Injuries Response Received 11/29/21	NA	Closed Full Duty 11/1/21
11/5/21	The family of a patient came to visit, and he was on the floor. The IW and another employee lifted the patient from the floor and hurt their back.	Per Diem ManorCare North Hills Nursing Home	Lower Back	Education Emailed: How to Lift the Elderly Off the Floor How to Help Elderly Get up From Floor	Confirm if they are actively back working shifts. "Confirmation needs to be received prior to next shifts" Look for pattern if facility staff is trained with proper lifting.	Closed Signed Refusal of Treatment
11/6/21	IW was boosting a patient up to eat. She felt pain in her lower back but continued to lift patient up.	Per Diem Greenview SNF, LLC Nursing Home	Lower Back	Education Emailed: Pulling a Patient Up in Bed Lifting and Material Handling	Confirm if they are actively back working shifts. "Confirmation needs to be received prior to next shifts".	Closed Full Duty 11/22/21

11/7/21	IW was helping patient into bed. Patient was being combative during changing. Patient then punched IW & IW lost balance and fell onto another bed.	Contract Orchid Cove at Gulfside Nursing Home	Left Shoulder	Education Emailed: Patient Handling Guidelines for Uncooperative Patients	Confirm if they are actively back working shifts. "Confirmation on education needs to be received prior to next shifts". Was there a history of combative history, was the CG trained before entering room?	Closed Signed Refusal of Treatment
11/12/21	The IW was picking up a resident's briefs from the bathroom floor. The briefs were under the sink. The IW had to bend down to get under the sink. When the IW went to stand up they struck the front of their forehead between their eyes.	Per Diem TerraBella Cramer Mountain Assisted Living	Forehead	Education Emailed: Awareness of Surroundings	Confirm if they are actively back working shifts. "Confirmation needs to be received prior to next shifts" Being aware of surroundings!	Closed Full Duty Release 11/14/21

Status / Progress of Uncompleted Old Business

<u>Old Business Item:</u>	<u>Updates:</u>
<i>"Preventing Slips and Falls For Nurses"</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 & Action To Be Taken:</u>
<i>Group</i>	<i>Discuss new incidents</i>	
<i>Group</i>	<i>Article on: "Patient Care Transfer Techniques"</i>	
<i>Group</i>	<i>Update on Goals</i>	One IW continues to attend ReEmployAbility Assignments.

Status/Progress on Committee Goals

<u>Goal:</u>	<u>Updates/Action to be taken:</u>
Training	Checking for PATHS trainings in January and February.

Other Reports or Guest Speakers

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

Meeting Adjourned:	11/29/2021 2:46P
Next Meeting:	12/2021
Meeting Minutes Completed By: 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.*