

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

**Date of Meeting:** 10/21/2021

**Time of Meeting:** 2:20 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 "What is a Care Plan and Why Should I Care?"**
6. **– New Business**
  - **Article on "Preventing Slips and Falls For Nurses"**
  - **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: 10/21/2021</b>		<b>Time meeting started:</b>	<i>2:20 PM</i>
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<b>Meeting Chairperson: Danielle Reilly</b>	
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<b><u>Present</u></b>	<b><u>Absent</u></b>
Nikki Raveling	Chris Young
Ashton Hamer	Melissa Spagnol
Michael Mucci	
Casandra Angelone	
Christina Zappa	
Heidi Zedlar	
Danielle Reilly	
Ashley Lee	

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

**Previous meeting minutes from (9/2021) 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
10/19/21	The IW and another aide were lifting a patient from their bed into a chair. The IW was on the L side of the bed & patient while lifting. The IW and the aide lifted the patient up and then turned to their L and placed them in a chair right next to the bed. The IW stated the patient was an extensive 1 person lift but they completed the lift with 2 people.	Contract  Nursing Home  Wadsworth Point	R Lower Back going towards Buttocks	Education Emailed- Stop Turning Nurses into Patients! - Safe Patient Handling and Patient Transfers	NA	Closed  Will be signing refusal of treatment. Has been followed up with regarding it.  Ashley spoke with IW about signing. Ashton sent again

### **Status / Progress of Uncompleted Old Business**

<b><u>Old Business Item:</u></b>	<b><u>Updates:</u></b>
<i>“What is a Care Plan and Why Should I Care?”</i>	Uploaded to DNA Website

### **New Business (Round Table Discussion)**

<b><u>Committee Member Name:</u></b>	<b><u>Topic / Hazard Identified:</u></b>	<b><u>Responsibility Assigned To Whom &amp; Action To Be Taken:</u></b>
<i>Group</i>	<i>Discuss new incidents</i>	
<i>Group</i>	<i>Article on: "Preventing Slips and Falls for Nurses"</i>	
<i>Group</i>	<i>Update on Goals</i>	

### **Status/Progress on Committee Goals**

<b><u>Goal:</u></b>	<b><u>Updates/Action to be taken:</u></b>
Tina	Meeting w/ Melissa regarding the TPA. Have narrowed it down to 1 person. Getting additional date prior to submission to Craig.

### **Other Reports or Guest Speakers**

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

<b>Meeting Adjourned:</b>	2:25PM 10/21/21
<b>Next Meeting:</b>	11/2021 /
<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.*