

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

**Date of Meeting:** 1/27/2022

**Time of Meeting:** 9:00 AM

**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 ” Violence Occupational Hazard in Hospitals “**
6. **– New Business**
  - **Article on “Winter Tips for Home Healthcare Specialists & Their Patients”**
  - **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:</b> 1/27/2021	<b>Time meeting started:</b> 9:00 AM
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<b>Meeting Chairperson:</b> Danielle Reilly
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<u>Present</u>	<u>Absent</u>
Nikki Raveling	Chris Young
Ashlee Lee	Hannah Sabo
Ashton Hamer	Cassandra Angelone
Christina Zappa	
Danielle Rielly	
Melissa Spagnol	
Heidi Zedlar	
Mike Mucchi	

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

Previous meeting minutes from (12/2021) 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>
1/2/22	The IW was putting a bed pan under a resident when the resident jerked back. The IW heard a pop in their L shoulder.	Contract  Meadow View Nursing Center  Nursing Home	L Shoulder	Emailed placing bed pan videos.  Acknowledgment Received 1/12/22	NA	Ongoing  MRI scheduled 1/31 & PT
1/3/22	The IW was providing care to a patient who was thought to have scabies. The IW started having symptoms of itching and bumps.	Contract  Laurels of Fulton  Nursing Home	Wrists Fingers Behind knees	Emailed Scabies handout, CDC Scabies website, Transmission-Based Precautions  Acknowledgment Received 1/12/22	NA	Closed  Full Duty Release 1/13/22
1/4/22	A resident bit and dug their fingernails into the IW while providing care.	Contract  The Pines on Carmel  Assisted Living	R Forearm  L Arm	Emailed Art of De-Escalation article	NA	Closed  Signed Refusal of Treatment
1/9/22	The IW tripped over a pair of shoes on the wall. They rolled their ankle.	Contract  Maybrook Hills Rehab & Healthcare  Nursing Home	L Ankle	Emailed Slip, Trip and Fall Prevention for Healthcare Workers and Awareness of Surroundings  Acknowledgment Received 1/26/22	NA	Closed  Full Duty Release 1/9/22

## Status / Progress of Uncompleted Old Business

<u>Old Business Item:</u>	<u>Updates:</u>
<i>“Violence Occupational Hazard in Hospitals “</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: “Winter Tips for Home Healthcare Specialists &amp; Their Patients”</i>	sending to marketing to upload
<i>Group</i>	<i>Update on Goals</i>	<ul style="list-style-type: none"> <li>• 1 IW continues attending ReEmployAbility assignment</li> <li>• 1 IW started ReEmployAbility assignment on Jan. 16</li> </ul>

## Status/Progress on Committee Goals

<u>Goal:</u>	<u>Updates/Action to be taken:</u>

## Other Reports or Guest Speakers

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

Meeting Adjourned:	1/27/2022
Next Meeting:	2/2022
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.*