

Dedicated Nursing Associates & DNA
Safety Committee Meeting Agenda – Eastern Alliance

Date of Meeting: 3/29/2022

Time of Meeting: 10:45 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 “Train Workers to Report Incidents and Injuries Quickly”**
6. **– New Business**
 - **Article on “Tips and Strategies for De-Escalating Aggressive, Hostile, or Violent 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

Meeting Date: 3/29/2022	Time meeting started: <i>10:45 AM</i>
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Meeting Chairperson: Danielle Reilly

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

Agenda for today’s meeting was reviewed by all members: ___Yes ___No

Previous meeting minutes from (2/2022) were read and approved: ___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
3/15/2022	The IW was assisting a resident in the bathroom when they hit their (R) hand on the back of the toilet	Per Diem Nazareth Memory Clinic Nursing Home	Right Hand	Education Emailed: Awareness of Surroundings Safe Patient Handling	Follow up on education	Closed Full Duty Release 3/22/2022
3/25/2022	The IW was changing a resident when the resident became combative and punched the IW in the (L) side of their face	Per Diem Grandview Nursing and Rehab Nursing Home	Left Eye	Education Emailed: Patient Handling Guidelines for Uncooperative Patients The Art of De-Escalation	Follow up on education	Closed Full Duty Release 3/27/2022

Status / Progress of Uncompleted Old Business

<u>Old Business Item:</u>	<u>Updates:</u>
<i>“Train Workers to Report Incidents and Injuries Quickly“</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>
Group	Discuss new incidents	
Group	Article on: "Tips and Strategies for De-Escalating Aggressive, Hostile, or Violent Patients"	Sent to marketing to upload to the website
Group	Update on Goals	Working on workplace violence email series.

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:	3/29/2022
Next Meeting:	4/2022
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.*