

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

Date of Meeting: 2/25/2022

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 ”Winter Tips for Home Healthcare Specialists & Their Patients“**
6. **– New Business**
 - **Article on “Train Workers to Report Incidents and Injuries Quickly”**
 - **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: 2/25/2021	Time meeting started: 2:30 PM
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Meeting Chairperson: Danielle Reilly
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<u>Present</u>	<u>Absent</u>
Ashton Hamer	Melissa Spagnol
Hannah Sabo	Heidi Zedlar
Chris Young	Danielle Reilly
Christina Zappa	Micheal Mucci
Ashley Lee (Virtual)	Cassandra Angelone
Nikki Raveling (Virtual)	

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

Previous meeting minutes from (1/2021) 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
2/1/2022	IW saw the bedside table was lodged in the bedframe causing the bed to be wobbly. The IW attempted to get the bedside table off of the bed frame and the bed fell on their R finger.	Diversicare of Bessemer Nursing Home Per Diem	R Finger	Emailed Education-Awareness of Surroundings & Asking for Assistance Acknowledgment Received 2/21/22	NA	Closed Full Duty Release 2/17/22
2/7/22	The IW was assisting a patient when they ran her (L) foot over with a power wheelchair.	Promedica Skilled Nursing and Rehab Nursing Home Per Diem	L Foot	Emailed Education-Awareness of Surroundings Acknowledgment Received 2/7/22	NA	Closed Full Duty Release 2/8/22
2/11/22	The IW was lifting a linen bag out of a cart to put into a laundry cart. Their right arm popped by their shoulder down to their bicep.	Promedica Skilled Nursing and Rehab Nursing Home Contract	R Shoulder	Emailed Education-Safe Lifting Acknowledgement Received 2/25/22 Requesting physical prior to return.	Asking for assistance.	On Going MRI Requested
2/15/22	The resident had slid down in bed and the IW and another nurse were repositioning them up in bed. The IW was standing on the R side of the resident and turned their L side when pulling the resident up. The resident weighs over 200 lbs.	Promedica Skilled Nursing and Rehab Nursing Home Per Diem	L Side Lower Back	Pending HZ & SR approval	Suggested: Pulling a Patient Up in Bed Education	Closed Full Duty Release 2/25/2022
2/19/22	The patient fell backwards onto the caregiver while walking from the bathroom to the bed.	Universal Healthcare Brunswik Senior Citizen Home Contract	Lower Back	Pending HZ & SR approval	Suggested: Awareness of Surroundings	Closed Signed Refusal of Treatment

2/22/22	The IW was hooking a resident up to a hoyer lift when they felt a pop in L shoulder	Clark Retirement Community Retirement Community Contract	L Shoulder	How to Use a Hoyer Lift Ergonomics and Safe Patient Handling and Mobility CNA Education Acknowledged 2.25.22		On Going Follow Up 2/28/2022
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Status / Progress of Uncompleted Old Business

<u>Old Business Item:</u>	<u>Updates:</u>
<i>“Winter Tips for Home Healthcare Specialists & Their Patients“</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: “Train Workers to Report Incidents and Injuries Quickly”</i>	sending to marketing to upload
<i>Group</i>	<i>Update on Goals</i>	<ul style="list-style-type: none"> • 1 Employee continues assignment • 1 Employee has received a full duty release, offering position back with DNA • 1 Employee searching for assignment
		While waiting for confirmation on employee being put on no duty may not be at assignment on Monday 2/28/22

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:	2/25/2022
Next Meeting:	3/2022
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.*