

Dedicated Nursing Associates & DNA
Safety Committee Meeting Agenda– Ohio

Date of Meeting: 2/25/2022

Time of Meeting: 2:00 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

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| Meeting Date: 2/25/2022 | | Time meeting started: | 2:20 PM |
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| Meeting Chairperson: Danielle Reilly | |
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| <u>Present</u> | <u>Absent</u> |
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| Ashton Hamer | Melissa Spagnol |
| Hannah Sabo | Heidi Zedlar |
| Chris Young | Danielle Reilly |
| Christina Zappa | Micheal Mucci |
| Ashley Lee (Virtual) | Cassandra Angelone |
| Nikki Raveling (Virtual) | |
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Agenda for today's meeting was reviewed by all members: x Yes No

Previous meeting minutes from (1/2022) 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 |
|-------------|---|---|---|--|--|---|
| 2/1/2022 | The IW was assisting in a patient turn when they felt a pop in their back. | Arbors at Oregon Nursing Home Contract | Lower Back | Emailed Education: Safe Patient Handling Turning the Adult Patient (Nursing Fundamentals) | | Closed Full Duty Release 2/5/22 & 2/8/22 |
| 2/6/2022 | The IW was leaving the facility when they slipped on ice located right outside the facility door. | Brookdale Lake View Crossing Nursing Home Per Diem | Broken (L) leg | Emailed Education: Slip/Trip/Fall Ice Awareness of Surroundings Education Received and Acknowledged on 2/17/22 | Following up w/ facility to see about maintenance schedule for salting | Ongoing Restrictions |
| 2/25/2022 | The IW slipped and fell on the walkway due to ice | Continuing Healthcare of Cuyahoga Falls Nursing Home STAR | (L) Hip, (L) Shoulder, (L) Arm | Emailed Education: Slip/Trip/Fall Ice Awareness of Surroundings | Following up w/ facility to see about maintenance schedule for salting | Ongoing RTW 2/28/22 |
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Status / Progress of Uncompleted Old Business

| <u>Old Business Item:</u> | <u>Updates:</u> |
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| "Winter Tips for Home Healthcare Specialists & Their Patients" | Uploaded to DNA Website |

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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: "Train Workers to Report Incidents and Injuries Quickly" | Sending to marketing to upload to website |
| Group | Update on Goals | |

Status/Progress on Committee Goals

| <u>Goal:</u> | <u>Updates/Action to be taken:</u> |
|---------------------|---|
| Tina | |
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Other Reports or Guest Speakers

| <u>Guest Name:</u> | <u>Topic Discussed / Presented to the Group</u> |
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| Meeting Adjourned: | 2/25/2021 |
| 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.*