

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

**Date of Meeting:** 7/27/2022

**Time of Meeting:** 10:30 AM

**Location of Meeting:** Suite 202 Conference Room or Teleconference. Conference Line: 267-930-4000, Participant Code: 363-055-801

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 "Strains, Sprains, and Pains in Home Healthcare"**
6. **– New Business**
  - **Article on "Use Proper Body Mechanics to Prevent Injury"**
  - **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</b> <b>Date: 7/27/2022</b>		<b>Time meeting started:</b>	<i>10:30 AM</i>
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<b>Meeting Chairperson:</b> <b>Danielle Reilly</b>	
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<b><u>Present</u></b>	<b><u>Absent</u></b>

Agenda for today's meeting was reviewed by all members: \_\_\_Yes \_\_\_No

Previous meeting minutes from (6/2022) 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>
7/6/22	The IW was getting the client's wheelchair fixed. At repair location, they attempted to push the wheelchair over a doorway bump as wheelchair had gotten stuck when they felt pain in their right calf.	Per Diem  Clients Home	R Calf	Education Emailed: Safe Ergonomics and Body Mechanics  Situation Awareness: Teaching Employees to Stay Alert on the Job  Education Acknowledged 7.25.22	In the future, can client use other state assistance to get wheelchair repaired including moving to and from.	Ongoing  Restrictions: Unable to work  Follow up on 7/27/22 (rescheduled from last week)

**Status / Progress of Uncompleted Old Business**

<b><u>Old Business Item:</u></b>	<b><u>Updates:</u></b>
<i>"Strains, Sprains, and Pains in Home Healthcare"</i>	

**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>	

Group	Article on: "Use Proper Body Mechanics to Prevent Injuries"	
Group	Update on Goals	

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

<b><u>Goal:</u></b>	<b><u>Updates/Action to be taken:</u></b>
	No Reemployability updates

### **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>	
<b>Next Meeting:</b>	8/2022
<b>Meeting Minutes Completed By:</b> Ashton Hamer	

- **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.**