

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

Date of Meeting: 12/21/2022

Time of Meeting: 10:00 AM

Location of Meeting: Suite 202 Conference Room or Teleconference. Host Code: 246-225-628
, 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 "How to Protect Yourself From Needlestick Injuries"**
6. **– New Business**
 - **Article on "Need a Lift? Put Safety First in Your Extended Care Setting"**
 - **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: 12/21/2022		Time meeting started:	10:00 AM
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Meeting Chairperson:	
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<u>Present</u>	<u>Absent</u>

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

Previous meeting minutes from (11/2022) 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
12/15/2022	Resident requested to be pulled up in bed. IW went to get another aid to help them. The other aid came in and they both attempted to pull the resident up in bed. While pulling up the resident the IW felt a pulling and tear across and through their abdomen. The IW let go of the resident and shouted in pain. The IW waited about 30 seconds and then they attempted to pull the resident up in bed again. The pain was unbearable, so the IW stopped and was recommended to make a report	Contract Promedica Skilled Nursing And Rehab Nursing Home	Abdomen	Education Emailed: Nursing: Move a Patient Up In Bed [Video] Pulling a Patient up in Bed Safe Patient Handling Acknowledgment Received 12/19/22	No – Employee reported injury in abdomen and injury actually reflected in back	Ongoing On Restrictions – No lifting more than 15 lbs, No squatting/kneeling/ repetitive stepping/ stairs for 7 days

Status / Progress of Uncompleted Old Business

<u>Old Business Item:</u>	<u>Updates:</u>
<i>“How to Protect Yourself From Needlestick Injuries”</i>	Uploaded to the 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 “Need a Lift? Put Safety First in Your Extended Care Setting”</i>	
<i>Group</i>	<i>Update on Goals</i>	

Status/Progress on Committee Goals

<u>Goal:</u>	<u>Updates/Action to be taken:</u>
<u>Claims Review – Key Risk in January to review active ongoing claims</u>	

Other Reports or Guest Speakers

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

Meeting Adjourned:	12.21 10:06
Next Meeting:	12/2022

- *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.*