

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

**Date of Meeting:** 11/30/2022

**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 "Five Tips to Avoid Back Injuries in Nursing"**
6. **– New Business**
  - **Article on "How to Protect Yourself From Needlestick Injuries"**
  - **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: 11/30/2022		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 (10/2022) were read and approved: x Yes \_\_\_ No

**Review of Accidents/Incidents Since the Last Meeting (employee, non-employee, vehicle accidents, near misses, property, & other)**

<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>
11/3/2022	The IW was cleaning the glass and door handles when they felt a pinching in their back and right shoulder blade with pain radiating down their arm.	Corporate, PA  2 <sup>nd</sup> Floor	R Shoulder and Back	N/A	The employee resigned prior to education being sent	Closed  Resigned  KR confirmed that the claim was closed
11/4/2022	The IW was assisting a resident in the restroom with another nurse, when the resident became irritated and started to pull the IW's left index finger backwards.	Contract  The Caring Place  Nursing Home	Left Index Finger / Wrist	Education Emailed:  The Art of De-Escalation in Managing Aggressive Patients and Emotional Reactivity  Patient Handling Guideline for Uncooperative Patients  Education Sent 11/8/22 Follow up sent 11/29/22	F/U on education sent	Ongoing  Employee is currently in a brace and has a f/u appointment with Ortho in 3 weeks (Light Duty- no use of left arm)
11/9/2022	The IW was administering an insulin injection when the resident jerked their arm back and the IW lost control of the needle. The needle came out of resident's arm and stuck the L pointer finger of the IW.	Contract  Promedica Skilled Nursing and Rehab  Nursing Home	L pointer finger	Education Emailed:  OSHA Education on Needlesticks  Education Sent 11/29/22	If further incidents on needlesticks- recommend a needle safety course	On Going  The IW has not sent in any documentation regarding this injury – F/U sent on 11/11 and 11/29 Received full duty release dated 11/11/22 on 11/29/22
11/09/2022	The IW was outside with a resident when they became	Contract	L Shoulder	Education Emailed:	F/U on education n sent	On Going

	combative and pushed their L shoulder	White Haven Center  Nursing Home		The Art of De-Escalation in Managing Aggressive Patients and Emotional Reactivity  Patient Handling Guideline for Uncooperative Patients  Awareness of Surroundings Education Sent 11/15/22 Follow up sent on 11/17/22 and 11/29/22		Follow Up Appointment scheduled 12/7/2022 – Currently on restrictions, but working at facility within restrictions
11/15/2022	The IW was testing a residents blood sugar. When they squeezed the area, blood squirted into their R eye	Contract  Westmoreland Manor  Nursing Home	R Eye	Education Emailed:  Bloodborne Pathogens and Needlestick Safety  Education sent on 11/29/22	F/U on education	Closed  IW was able to RTW 11/16/22
11/15/2022	The IW injured their lower back assisting in rolling a patient to change them.	Per Diem  The Sheridan at Bethal Park  Nursing Home	Lower Back	Education Emailed:  Turning and Repositioning Patients who are Morbidly Obese  Ergonomic and Safe Patient Handling & Mobility CNA  Stop Turning Nurses into Patients  Education Sent on 11/29/22	F/U on education	Ongoing  On Restrictions – No Work until f/u with Ortho on 12/6/22
11/16/2022	The IW was putting ted hose on a resident and was having trouble getting them over their heel. The IW was using their arms and stomach muscles to push and pull the ted hose on the resident when they felt pain in their upper stomach	Contract  Corry Manor  Nursing Home	Stomach	Education Emailed:  Safe Ergonomics: Body Mechanics  How to Put on Ted Hose  Diagram of Ted Hose  Education sent on 11/18/22 and follow up sent on 11/29/22	F/U on education	Closed  Refusal of Treatment signed on 11/16/22

11/20/2022	The IW was giving a resident a bath on a shower bed. The IW was trying to roll the resident when they hurt the middle portion of their back	Contract  Quality Life Service – New Castle  Nursing Home	Middle Back	Education Emailed:  Pending HZ and SR approval	Update the education emailed / Follow up on documentation for injury	Ongoing  IW has not sent in medical documentation / followed up with them on 11/29/22
11/25/2022	The IW was walking into the kitchen for a client when they slipped on water and fell on their knee	Per Diem  Grand Rapids Beltline  Nursing Home	Left Knee	Education Emailed:  NIOSH Slip, Trip, and Fall Prevention  Situation Awareness: Teaching Employees to Stay Alert on the Job  Education sent on 11/29/22	F/U on education	Closed  Signed Refusal of Treatment on 11/25/22

### **Status / Progress of Uncompleted Old Business**

<b><u>Old Business Item:</u></b>	<b><u>Updates:</u></b>
<i>“Five Tips to Avoid Back Injuries in Nursing”</i>	Uploaded to the website

### **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>	
<i>Group</i>	<i>Article on “How to Protect Yourself From Needlestick Injuries”</i>	

<i>Group</i>	<i>Update on Goals</i>	

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

<b><u>Goal:</u></b>	<b><u>Updates/Action to be taken:</u></b>

### **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>	10:16AM
<b>Next Meeting:</b>	12/2022
<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.*