

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

**Date of Meeting:** 5/24/2023

**Time of Meeting:** 10:00 AM

**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 "Tips and Strategies for De-Escalating Aggressive, Hostile, or Violent Patients"**
6. **– New Business**
  - **Article on "Patient Transfers and Body Mechanics"**
  - **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 Date: 5/24/2023</b>		<b>Time meeting started:</b>	<i>10:00 AM</i>
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<b>Meeting Chairperson:</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:   x  Yes   No

Previous meeting minutes from (4/2023) 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>
5/19/2023	The IW was attempting to push the clients hospital bed when they felt a strain in the middle of their back.	Per Diem  Client Home	Middle of their back	Education Emailed:  Strains, Sprains, and Pains in Home Healthcare: Working in an uncontrolled environment  Preventing back injuries in Health care settings	Mail education possibility  Mail it certified  Possibly come into Lewisburg office	Closed Full Duty Release received on 5/22/2023

**Status / Progress of Uncompleted Old Business**

<b><u>Old Business Item:</u></b>	<b><u>Updates:</u></b>
“Tips and Strategies for De-Escalating Aggressive, Hostile, or Violent Patients”	

**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 “Patient Transfers and Body Mechanics”</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>	9:44 5/24/2023
<b>Next Meeting:</b>	6/2023
<b>Meeting Minutes Completed By: Michael Mucci</b>	

- **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.**