

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

Date of Meeting: 6/28/23

Time of Meeting: 10:00 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 "Patient Transfers and Body Mechanics"**
6. **– New Business**
 - **Article on "Preventing Injuries in the Workplace"**
 - **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: 6/28/2023		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 (5/2023) were read and approved: x Yes No

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

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
6/3/2023	The IW was rolling a patient in bed when their R wrist started to ache. The pain got worse throughout their shift.	Per Diem Raleigh Rehabilitation Center Rehab Facility	Right Wrist	Education Emailed 6/13/23: What is a Care Plan and Why Should I Care? The Care Plan and the CNA Patient Mobility & Safety Information Ergonomic & Safe Patient Handling & Mobility CNA	Follow up on education	Closed Full Duty Release received on 6/5/2023
6/8/2023	The IW was getting a resident out of bed while using a Hoyer lift. The lift got stuck on the carpet in the room and the IW stated they felt a pull in their L groin/thigh area.	Contract Laurel View Ridge Nursing Home	Left Groin / Thigh	Educated Emailed 6/13/23: Stop Turning Nurses into Patients Intro to Safe Patient Handling Education Acknowledgement received 6/19/2023	n/a	Closed Full Duty Release received on 6/13/2023
6/16/2023	The IW was pushing a medcart when they stated that their L ankle/foot was sore. IW had previous "strain" of Achilles tendon from standing.	Per Diem Oakmont Campus Nursing Home	L Ankle / Foot	Education Emailed 6/27/2023: Awareness of Surroundings	Follow up on education	Closed Signed Refusal of Treatment on 6/19/23
6/22/2023	The IW was walking into the dining room for lunch when they slipped on a puddle of water on the floor due to the lunch cart drain hole.	Contract Westmoreland Manor Nursing Home	L Neck / Shoulder	Education Emailed 6/23/23: NIOSH Slip, Trip, and Fall Prevention Situation Awareness, Teaching Employees	Follow up on the follow up appointment on 7/10	Ongoing Restrictions: No Pulling/Pushing, Fine Manipulation or Overhead Reach –

				to Stay Alert on the Job		Lifting/Carrying no more than 5lbs
				Education Acknowledgement received 6/23/23		Follow up on 7/10/23

Status / Progress of Uncompleted Old Business

<u>Old Business Item:</u>	<u>Updates:</u>
<i>"Patient Transfers and Body Mechanics"</i>	Uploaded to website & agendas

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 "Preventing Injuries in the Workplace"</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>1 IW starting ReEmployAbility assignment</u>

Other Reports or Guest Speakers

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

Meeting Adjourned:	10:08 6/28/23
Next Meeting:	7/2023
Meeting Minutes Completed By: Ashton H.	

- *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.*