

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

Date of Meeting: 9/27/23

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 "NIOSH Occupational Hazard in Home Healthcare"**
6. **– New Business**
 - **Article on "6 Nurse Approved Ways to Protect Your Back on the Job"**
 - **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: 9/27/2023		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 (8/2023) 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
9/8/2023	The IW was transferring a resident to a wheelchair from a recliner when the patients husband pulled the wheelchair back resulting in the IW holding the resident up so that she did not fall to the floor. IW stated they injured their left upper back, ribs, and shoulder.	Contract St. Annes Home Nursing Home	Left Upper Back Left Ribs Left Shoulder	Education Emailed 9/25/23: Patient Mobility & Safety Information What is a Care Plan and Why Should I Care? How to make safe wheelchair transfers Acknowledgement Received 9/25/2023	N/A	Ongoing F/u with ortho
9/18/2023	The IW went to go help the resident up out of bed and when the resident got up they started to fall causing the IW to catch them. When the IW went to catch them they strained their left lower back area.	Per Diem Cross Keys Village Nursing Home	Left Lower Back	Education Emailed 9/20/2023: Ergonomic & Safe Patient Handling & Mobility CNA Patients Transfers, Bed to Stretcher, Bed to Wheelchair Acknowledgement Received 9/20/2023	N/A	Closed Full Duty Release received on 9/20/23
9/19/23	The IW was assisting with a combative resident. While in the process of calming the resident down, they attempted to enter another residents room. The IW stopped the resident from entering the room which caused the resident to become combative. The resident	Contract The Waters at McMurray Assisted Living Facility	Left Foot	Education Emailed 9/25/2023: The Art of De-Escalation in Managing Aggressive Patients and Emotional Reactivity Workplace Violence Patient Handling Guidelines for Uncooperative Patients	F/U Education	Closed Full Duty Release received on 9/20/23

	stomped on the IW's Left foot 20 times.					
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Status / Progress of Uncompleted Old Business

<u>Old Business Item:</u>	<u>Updates:</u>
“NIOSH Occupational Hazard in Home Healthcare ”	Miesha- exceeding ReEmployability Stay, Ashton f/u with Tina Possibly submitting her to a separate ReEmployability assignment

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 “6 Nurse Approved Ways to Protect Your Back on the Job ”</i>	
<i>Group</i>	<i>Update on Goals</i>	

Status/Progress on Committee Goals

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

Other Reports or Guest Speakers

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

Meeting Adjourned:	9/27/2023 10:08
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Next Meeting:	10/2023
Meeting Minutes Completed By: Michael Mucci	

- *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.*