

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

Date of Meeting: 11/29/23

Time of Meeting: 10:00 AM

Location of Meeting: Suite 202 Conference Room or Teleconference. Conference Line: 267-930-4000, Participant Code: 429-500-808

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 "Body Mechanics- Positioning, Moving, and Transfers"**
6. **– New Business**
 - **Article on "5 Common Nursing Home Worker Injuries and How to Prevent Them"**
 - **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: 11/29/2023		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 (10/2023) 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
11/3/2023	IW was going down the stairs and stepped on the wrong step. Their ankle rolled and they fell down 2 steps. IW was in stairwell with railings.	Contract St. Anne Home Nursing Home	Right Ankle	Education Emailed: NIOSH Slip, Trip, and Fall Prevention Situation Awareness: Teaching Employees to Stay Alert on the Job Education Acknowledgement received on 11/6/2023	N/A	Closed-Signed Refusal of Treatment on 11/6/2023
11/6/2023	The patient was trying to get out of the door in the behavioral unit. The IW stood in front of the door to block the patient from leaving. The patient grabbed the IW's shirt with one arm while the other hand was on the IW's back and dug their nails into the IW's back resulting in the IW's left lower back to be scratched	Contract Selinsgrove Center Intermediate Care Facility	Left Lower Back	Education Emailed: The Art of De-Escalation in Managing Aggressive Patients and Emotional Reactivity Patient handling Guidelines for Uncooperative Patients De-Escalation for individuals with mental disabilities PowerPoint Education Acknowledgement received on 11/15/2023	Caregiver N/A Selingrove F/U in regards to our staff being injured Conference with Heidi as well	Closed Signed Refusal of Treatment on 11/07/2023
11/12/23	The IW was punching out of their shift when they turned and tripped over an ottoman. The IW fell and injured their right knee.	Contract Selinsgrove Center Intermediate Care Facility	Right Knee	Education Emailed: Situation Awareness: Teaching Employees to Stay Alert on the Job Slip, Trip, and Fall Prevention	F/U education	Closed Full Duty Release received on 11/17/2023

11/18/2023	The IW was cleaning a patient's room when the patient's guest's dog bit the IW's back right thigh when they turned around.	Contract The Laurels and The Haven in Highland Creek Assisted Living Facility	Right Thigh	Education Emailed: Situation Awareness: Teaching Employees to Stay Alert on the Job Training and Experience are Key for Worker Dog Bite Safety	F/U on education	Closed Full Duty Release as of 11/27/2023
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Status / Progress of Uncompleted Old Business

<u>Old Business Item:</u>	<u>Updates:</u>
"Body Mechanics- Positioning, Moving, and Transfers"	

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 "5 Common Nursing Home Worker Injuries and How to Prevent Them"</i>	F/U Selinsgrove
<i>Group</i>	<i>Update on Goals</i>	

Status/Progress on Committee Goals

<u>Goal:</u>	<u>Updates/Action to be taken:</u>
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Other Reports or Guest Speakers

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

Meeting Adjourned:	10:08 11/29/2023
Next Meeting:	12/2023
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.***