

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

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

**Time of Meeting:** 10:30AM

**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 Lifts- Safety Guide"**
6. **– New Business**
  - **Article on "Situational Awareness and the Nursing Code of Ethics"**
  - **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**



**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
5/5/2024	IW assumed they were bitten by a spider because she had "holes in her hand and it was completely swollen."	Contract Selinsgrove Intermediate Care Facility	Left hand	Pending Education	F/U on education with Heidi then send to caregiver	Closed
5/8/2024	The IW was assisting with a rapid response call when the combative patient grabbed her right hand and bent back her index and middle finger.	Contract Selinsgrove Intermediate Care Facility	Right hand middle and index fingers	Education Sent 5/8/24:  Patient handling Guidelines for Uncooperative Patients:  The Art of De-escalation in Managing Aggressive Patients and Emotional Reactivity:  Education Acknowledgement received 5/13/24	F/U with caregiver to see if follow-up was attended	Ongoing  Follow up appointment 2 weeks after injury
5/11/2024	IW attempted to provide care to a resident with dementia when the resident became combative, and they hit and scratched the IW in the face/ left eye.	Per Diem Grove Manor Nursing Home	Left side of face/eye	Education Sent 5/11/2024:  The Art of De-escalation in Managing Aggressive Patients and Emotional Reactivity  Situation Awareness: Teaching Employees to Stay Alert on the Job: Situational Awareness	F/U on education acknowledgement	Closed  Signed Refusal 5/13/2024

5/16/2024	IW was assisting in getting a resident off the toilet. Once they got the resident in the wheelchair, the wheelchair went back and ran over his left foot.	Contract Smith Healthcare  Nursing Home	Left foot	Education Sent 5/21/2024:  Wheelchair Safety Tips  Situation Awareness: Teaching employees to stay alert on the job.  Education Acknowledgement received 5/22/2024	F/U with caregiver on follow up	Ongoing  Follow up appointment 5/24/2024
5/22/2024	IW was outside with a patient trying to bring them inside when the patient became combative. The patient ran at the IW and started hitting them. The IW used a blue pad to protect themselves. The patient then tried to run away and as the IW turned to run after them, they slipped and fell face first whacking their head against the blue pad on the ground.	Contract Selinsgrove  Intermediate Care Facility	Neck and left side abdomen	Education Sent 5/23/2024:  NIOSH Slip, Trip and Fall Prevention:  Patient handling Guidelines for Uncooperative Patients:	F/U education acknowledgement	Ongoing  IW is seeking treatment with PCP for neck pain

**Status / Progress of Uncompleted Old Business**

<b><u>Old Business Item:</u></b>	<b><u>Updates:</u></b>
<i>"Patient Lifts- Safety Guide"</i>	

**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>	

Group	Article on "Situational Awareness and the Nursing Code of Ethics"	
Group	Update on Goals	

### **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>	5/24/2024 10:37
<b>Next Meeting:</b>	6/2024
<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.**