

Northwest Kidney Centers Safety Committee Meeting Minutes: April 21, 2021

Members Present: Tammy Heck, Ashish Kumar, Danny Wiederrick, Andy Voorhies, Jamie LaNoue, Melina Randall, Heather Johnson, Elizabeth Adams, Gail Cutrell and Ray Robles.

Members Not Present: Liz McNamara, Fiona Wolf, Chelsea Smith, Kim Frodsham, Tosha Mackness and Kathy Lilienthal

Facilities: Auburn Kidney Center, Broadway Kidney Center, Burien Kidney Center, Elliott Bay Kidney Center, Enumclaw Kidney Center, Everett Kidney Center, Federal Way East Kidney Center, Federal Way West Campus Kidney Center, Fife Kidney Center, Kent Kidney Center, Kirkland Kidney Center, Lake City Kidney Center, Bellevue Kidney Center, Port Angeles Kidney Center, Rainier Beach Kidney Center, Renton Kidney Center, Scribner Kidney Center, SeaTac Kidney Center, Seattle Kidney Center, Snoqualmie Ridge Kidney Center, Home Hemo & PD Programs, Hospital Services, Logistics, Burien and Haviland Administrative Locations.

AGENDA	ITEM	ACTION	COMPLETION	FOLLOW UP
Administrative	Approval of January 2021 Minutes		COMPLETED	Approved by members of Safety Committee Team 4/21/21
Standing Agenda Items				
Accident and Injury Data	Safety Alert System (SAS)	Provide the committee with employee injuries by NKC location and type for the prior four quarters. Back Injuries = 15 Strain/Sprain = 6 Slips/Trips/Falls = 20 Needlesticks/Sharps = 14 Total = 55	OPEN - Tammy	<ul style="list-style-type: none"> Slips/Trips/Falls decreased by 3 in the last quarter Fall prevention campaign Jan. 2021 - present. Videos on how to transfer patients. Caution for ice signs placed in all unit parking lots. Safety alert emailed to all NKC staff in Dec.2020 and Jan. 2021 with suggestions of avoiding falls and shelter in place items.
Environment of Care Rounding	2021 Annual EOC Rounds	In process through May 2021. Follow-up to annual rounds will be done at the 6-month mark.	OPEN – EOC Committee	6-month follow-up completed at Everett. All items resolved.

<p>After Action Reports (AAR) and Lessons Learned</p>	<p>Snowfall Event, February 2021</p>	<p>What went well – Leadership Communication with staff. Adequate utilities Patients and staff safe Sufficient supplies Great teamwork</p> <p>Challenges – Communication with external stakeholders (patients) Transportation for patients</p> <p>Electric snow shovels purchased and trialed successfully.</p> <p>Plant Ops/FSS staff have been assigned a unit for snow days.</p>	<p>OPEN – Multiple staff</p>	<ul style="list-style-type: none"> • NKC to provide easy to find instructions on the website, educate patients on snow day transportation. Assist in helping patients identify 2nd mode of transportation. • Recommend snow shovel for each unit. Jamie in process for purchasing. • City Wide assisted with plowing, snow shoveling and ice melt application. Services will be contracted for 2021-2022 snow season. • Arial maps will be created for plowing.
<p>Agenda Items Emergency Preparedness Plan</p>	<p>Annual Hazard Vulnerability Assessment (HVA)</p>	<p>Approve the final 2021 NKC HVA.</p>	<p>CLOSED</p>	<ul style="list-style-type: none"> • Units reviewed their 2021 HVA at January 2021 QA/PI meetings.
	<p>Revision of Emergency Black Boxes & Emergency</p>	<p>Review and revise the list of items needed for these emergency tools.</p>	<p>OPEN - Tammy</p>	<ul style="list-style-type: none"> • Small sub-committee: Randy Thompson, Steve Matz & Tammy Heck • Items were identified to be

	JOBBOX			removed from the list of supplies in the disaster box. Working on consolidating items for use of less space in the unit. To be kept in the interior of the building.
	Workplace Violence Committee	Create sub-committee to work on security issues both environmental and personal.	OPEN	Committee suggested by Liz to evaluate safety issues such as lack of lighting in Renton parking lot.
	2021 Annual Disaster Drill	About COVID- Relias Snow event preparedness month – September/ October.	OPEN – Safety Committee	<ul style="list-style-type: none"> • Topic – COVID -19. Using Relias. 751 registered/ 607 completed. • Agree to have a dedicated month preparing for snow event or other natural disaster.
	WHMIS labels for bleach and cleaner	OSHA standard – IMO labeling	OPEN - Tammy	Committee chose a standard label to be used for all facilities for bleach and detergent containers.
	Safety Scavenger Hunt	Add restroom key location to form under all staff versus clinical staff.	OPEN - Tammy	Tammy to make change.
	Orange Disaster Books	Catherine Benn updated, and the packets have been sent out.	CLOSED	
	Emergency Phones	One new emergency phone will arrive in unit's week of 1/25/21.	CLOSED	Verizon move to 5G and flip phones unable complete monthly call testing.
	Burien gravel pathway	Unit Manager would like the back exit pathway fixed so that patients in wheelchairs can use the emergency evacuation route.	OPEN – Tammy to ask Randy	Danny – Committee suggested making the path wider and remove the bushes. Consultation may be needed to avoid damage to existing items. Question whether there may be an alternative way to evacuate patients.

	Burien parking lot issues	Continued problems with unauthorized parking for soccer games next door. Will not leave even when asked to. Concerns about staff safety.	OPEN - Security	Ashish – Reported Security will need to give out more notices and try to tour the parking lot more on the weekends.
Safety Committee Membership		Still need Nursing and Dialysis Tech representation	OPEN - Heather	Heather will check with Everett's technicians.
2021 Committee meetings schedule		Quarterly on the following 3 rd Wednesdays of the month, 1:30-3:00 pm. July 21, 2021 October 20, 2021		If you know you will have conflicts with this schedule, please find your replacement. It is important that we have balanced representation on the committee. Your skills and participation are important.