

Northwest Kidney Centers Safety Committee Meeting Minutes: November 4, 2021

Members Present: Tammy Heck, Ashish Kumar, Fiona Wolf, Andy Voorhies, Gail Cutrell, Laura Nepute and Ray Robles.

Members Not Present: Liz McNamara, Danny Wiederrick, Kim Frodsham, Tosha Mackness, Melina Randall, Heather Johnson, Elizabeth Adams, 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 July 2021 Minutes		Done	Approved by members of Safety Committee Team
Standing Agenda Items				
Accident and Injury Data	Safety Alert System (SAS)	<p>Provide the committee with employee injuries by NKC location and type for the prior four quarters.</p> <p>Oct. 2020- Sept. 2021 Back Injuries = 11 Strain/Sprain = 9 Slips/Trips/Falls = 13 Needlesticks/Sharps = 14 Total = 47</p>	OPEN	<ul style="list-style-type: none"> Injuries moving/transferring patients – “Safe Transfers” Relias training review. Slight improvement in back injuries. Slight increase in strains/sprains. Needlesticks safety alert sent by Tosha July 2021 Update – needlesticks and blood exposure. 8 in the last three months. Pt. Safety & Products Committee will have needle safety on their agenda.
Environment of Care Rounding	2021 Annual EOC Rounds	6 Month Follow-ups completed.	OPEN – EOC Committee	Most units corrected any issues from annual rounds before the 6 month

After Action Reports (AAR)	Snowfall Event, February 2021	<p>Challenges – Communication with external stakeholders (patients) Transportation for patients</p> <p>Electric snow shovels purchased and trialed successfully.</p> <p>Lobby Days – Jan. 2022 Unit Coordinators & RD will help.</p>	CLOSED	<p>follow up rounds were completed. 2022 EOC rounds start in January. Suggestions to change the EOC term. Confusion with Emergency Operations Center.</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. Plan created and will be implemented in Winter Preparation Lobby Days to be held in Jan. 2022. • Recommended snow shovel for each unit. Purchased and distributed. • Missed Treatment PDCA will address transportation and the importance of patient's attendance. Magnets will be included in this PDCA. • Recommended to put a banner on KNET during emergencies for staff. • Winter email will go out to staff by mid-end November.
	Extreme Heat, June 2021	Air conditioner failures. Staff working in extremely hot conditions. Patients & staff very uncomfortable.	CLOSED	<ul style="list-style-type: none"> • Portable air conditioners brought in but unable to exhaust to the outside. Planning committee looking at providing a space in new facilities to vent

		Supplies could exceed high temperature storage point. IT equipment could get too hot and fail.		<p>the portable AC.</p> <ul style="list-style-type: none"> • IT The fire wall would be down at Burien and Logistics. IT needs to be on the list for reporting during AOC calls. • Extreme Heat Preparation to be completed in May 2022 for staff and patients.
	Renton Carbon Tank Failure Sept. 2021	Elevated chlorine levels in the feed water. Unit closed for 1 1/2 days. Patients diverted to other NKC clinics.	OPEN – Tammy	<ul style="list-style-type: none"> • Both carbon tanks exhausted. New carbon placed 3 months prior to failure. Carbon has been sent in for testing. • Elliott Bay opened to accommodate most of the patients.
	Snoqualmie Smoke Alarm Oct. 2021	Smoke alarm due to HVAC refrigerant spilled on the roof. Patients and staff evacuated.	OPEN	<ul style="list-style-type: none"> • Staff smelled fumes and saw smoke entering the facility, began to rinse patients back. Smoke alarm went off and 6 patients/ 4 staff evacuated the building. Outside for 10-15 minutes in the rain under the awning of the building. • Recommendations: 1) Add umbrellas in the black boxes. 2) Add emergency phones to the list of items to take outside. • 911 called. Black box, red binder & daily roster were taken outside.

<p>Agenda Items Emergency Preparedness Plan</p>	<p>Annual Hazard Vulnerability Assessment (HVA)</p>	<p>OSHA 1910.502 CPP – COVID 19 Prevention Program</p>	<p>CLOSED</p>	<ul style="list-style-type: none"> • Standards being applied to the EOC Rounds for 2022. • HVA will include hazards identified in EOC/ CPP rounds. DONE • All units completed.
	<p>Revision of Emergency Black Boxes & Emergency JOBOX</p>	<p>Review and revise the list of items needed for these emergency tools.</p>	<p>CLOSED</p>	<ul style="list-style-type: none"> • Items were identified to be removed from the list of supplies in the disaster box. Working on consolidating items for use of less space in the unit. • After evacuation at SRKC. Recommend leaving outside if possible.
	<p>Facilities Safety occurrences</p>	<p>Staff and property safety</p> <ul style="list-style-type: none"> • Do the AI phones have a wide enough focus? 	<p>OPEN – Security & Leadership to have a better understanding of how to respond and help employees have a plan to react.</p>	<ul style="list-style-type: none"> • Fife parking lot – theft of catalytic converters and car break ins. The Property Management Company is considering keeping the back gated area locked 24/7. • 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. Ashish – Reported Security will need to give out more notices and try to tour the parking lot more on the weekends. • Trash is being picked up by City Wide on weekly bases. • Scribner – homeless person broke into the building, trapping the floor care crew inside the clinic on a Sunday.

	2021 Annual Disaster Drill	About COVID- Relias	CLOSED	<ul style="list-style-type: none"> Relias - COVID -19. 678 / 728 staff have completed.
	2022 Suggested In-Services	Snow event preparedness email – to be sent to staff within two weeks.	OPEN – Tammy	
			OPEN	<ul style="list-style-type: none"> Shared in-service for staff and patients regarding preparing for winter PDCA – Lobby Days in Jan. 2022. Active shooter Extreme Heat Preparation – May 2022 Earthquake
	Burien gravel pathway	Manager would like the back exit pathway fixed so that patients in wheelchairs can use the emergency evacuation route.	OPEN – 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. Randy states primary evacuation is through the front entrance doors (breakaway). Steve and Randy to evaluate evacuation route in case needed for secondary choice. Pavers to be installed to widen the pathway. Approval to widen the back door for wheelchair access. Door has been ordered.
Safety Committee Membership		Need Front Line RN, DT 2, Hospital Services, HR, SW and Distribution.	OPEN - Tammy	Tammy to reach out to managers and Tracy for hospital services.

2021 Committee meetings schedule		Quarterly on the following 3 rd Wednesdays of the month, 1:30-3:00 pm. October 20, 2021 January 19, 2022		<ul style="list-style-type: none"> • New year planning. Suggested date changes for 2022. • 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.