

## Northwest Kidney Centers Safety Committee Meeting Minutes: December 8, 2022

**Present:** Tammy Heck, Kim Frodsham, Chris Matala, Krystle Harrington, Katrina Collins, Dominik Arnold, Candace Cruz.

**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
<b>Administrative</b>				
<b>Announcements</b>	New Member			Welcome - Candace Cruz – Social Services
<b>Standing Agenda Items</b>				Annual Safety Training – Completed in September.
<b>Accident and Injury Data</b>	Safety Alert System (SAS)	Provide the committee with employee injuries by NKC location and type for the prior four quarters.  Dec. 2021 – Nov. 2022 Back Injuries = 8 Strain/Sprain = 11 Slips/Trips/Falls = 14 Needlesticks/Sharps = 16  Total = 49	OPEN  Up 1 Up 1 Up 2 Down 4  Same	<ul style="list-style-type: none"><li>• Dominik- specific training for sharps injuries to include in person &amp; simulation training and administering medication safety training starting Jan. 2023.</li><li>• Back Safety classes will also include departments who lift heavy equipment such as FSS, IT, TS, and Home Dept.</li><li>• Back injuries, strains/sprains occurring while assisting patients to floor when they faint, assisting with transfers to/from w/c. Arjo training is now part of Clinical Education again.</li><li>• Needlesticks – concern from front line staff that needle safety</li></ul>

<b>Environment of Care Rounding</b>	2022 Annual EOC Rounds	In process.	OPEN	<p>devices are not being used. Group discussed using short paper survey during EOC to see if barriers to using safety devices can be identified.</p> <ul style="list-style-type: none"> <li>• Other suggestions were adding an audit to EOC monthly rounds or in-service by Katrina to start in February 2023.</li> </ul> <p>All annual audits completed. 6 Month Follow-up rounds in process. ACHC - SeaTac Jan. 2023 for new space.</p> <ul style="list-style-type: none"> <li>• Fife – raised lighting was removed from the front sidewalks</li> <li>• Scribner – parking berms, tripping hazard in the dark. Property management painted.</li> <li>• Education opportunity – Staff aware of how to find SDS.</li> </ul>
<b>After Action Reports (AAR) and Lessons Learned</b>	Snoqualmie Smoke Alarm Oct. 2021	Smoke alarm due to HVAC refrigerant spilled on the roof. Patients and staff evacuated.	OPEN – Tammy	<p>Recommendation 1. Add ponchos in the black boxes. Ordered. 2. Add emergency phones to the list of items to take outside on the Fire Drill form.</p>
	Federal Way East Power Failure Aug. 2022	Main breaker failure for the whole building.	CLOSED – Tammy/Randy	<p>Problems with paging system. Landlord numbers and lock box codes need added to AOC binders. Completed. 1/27/23 Unable to contact Property Management on Sunday.</p>

	<p>Federal Way West Power Failure Aug. 2022 (Two)</p> <p>Fife Power Failure Aug. 2022</p>	<p>Two power outages. 8/5 &amp; 8/9 Both PSE power failures.</p> <p>Lightning damage to power lines.</p>	<p>CLOSED</p> <p>CLOSED</p>	<ul style="list-style-type: none"> <li>Med refrigerator – Pharmacy is the only department who gets the alert. AOC is now alerted. Completed.</li> </ul> <p>Partial power made it seem as if power was restored, but not enough power to run the water treatment system.</p> <p>Revisit installation of emergency overhead lighting. Service Request placed for Plant Ops. Completed 1/30/2023. Purchased LED lighting for each POD. Attached batteries to headlamps for easier use. Purchase a portable scale.</p>
<b>Agenda Items</b> Emergency Preparedness Plan	Annual Hazard Vulnerability Assessment (HVA)		CLOSED	Review for 2023 will begin in December 2022.
	Emergency Flashlights - LED	Proposal to replace standardized flashlights with LED	OPEN	<ul style="list-style-type: none"> <li>Brighter, more efficient, batteries need replaced less frequently. Approval for 3 Portable LED Lights for each unit. Ordered.</li> </ul>
	Staff cars – damage/theft	Two staff cars broken into at Everett. One company car in July.	CLOSED	<ul style="list-style-type: none"> <li>9/14/22. Can staff park in the front lot? Plant Ops reported there is not a badge reader at the front entrance, so staff would have to walk to side entrance to get in. Police have</li> </ul>

				been asked to patrol area more frequently.
	2022 Annual Disaster In-Service	Snow event preparedness email  Earthquake preparedness and drill.  Extreme Heat preparation	OPEN  CLOSED  CLOSED	<ul style="list-style-type: none"> <li>Article put in staff update in November &amp; December 2022.</li> <li>Email will go out before next snow event. Completed.</li> <li>Completed May 24, 2022</li> <li>500 employees participated</li> <li>Sprinklers – will an earthquake trigger these? No. Operate individually and only when reaches a set temp.</li> <li>Extreme Heat preparation – education sent out.</li> <li>Need to create our own handout for next year.</li> </ul>
<b>Safety Committee Membership</b>		Need Front Line DT 2, Hospital Services, IT	OPEN	Any recommendations?
<b>2022/23 Committee meetings schedule</b>		Quarterly on the following 3 <sup>rd</sup> Thursday of the month, 2:00-3:00 pm. February 16, 2023 May 18, 2023 August 17, 2023 November 16, 2023		If you know you will have conflicts with this schedule, please let Tammy know. It is important that we have balanced representation on the committee. Your skills and participation are important!