

Northwest Kidney Centers Safety Committee Meeting Minutes: February 16, 2023

Present: Tammy Heck, Assistant Director Clinical Support Services (Logistics), Fiona Wolf, Registered Dietitian (Scribner); Danny Wiederrick, Maintenance Engineer (Logistics), Krystle Harrington, Director of Patient Safety & Quality (Broadway), Dominik Arnold, Manager of Clinical Education (SeaTac), Candace Cruz, Social Worker (Kent), Tosha Mackness, Clinical Director (North End), Percy Strowhorn, HR Generalist, Randy Thompson, Director of Facilities (Guest)

Not Present: Kim Frodsham, LPN (Bellevue) Heather Johnson, Nurse Supervisor Home Program, Gail Cutrell, Home Program Operation Supervisor (Seattle), Chris Matala, Director of Supply Chain (Logistics), Katrina Collins Infection Prevention/Employee Health Program Manager

Facilities: Auburn Kidney Center, Broadway Kidney Center, Burien 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 previous minutes	Minutes approved from December 2022 via email and posted in KNET	CLOSED	
Announcements	New Member			Welcome – Percy Stowhorn HR
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. Feb. 2022 – Jan. 2023 Back Injuries = 9 Strain/Sprain = 12 Slips/Trips/Falls = 13	OPEN	<ul style="list-style-type: none"> • Dominik- starting Jan. 2023, new employee orientation includes a two-day course in access training with 1 day focus on troubleshooting. Previous training was 2 hours. • Needlesticks – concern from front line staff that needle safety devices are not being used.

		<p>Needlesticks/Sharps = 15</p> <p>Total = 49</p>		<p>Group discussed using short paper survey during EOC to see if barriers to using safety devices can be identified. Surveys started in 6 clinics so far.</p> <ul style="list-style-type: none"> • Safety tip of the month to start in March 2023. • Krystle noted that some of the strains were from opening acid jugs. These SAS were noted in different locations.
Environment of Care Rounding	2023 Annual EOC Rounds	In process.	OPEN	2023 EOC rounds are getting started. Clinical managers are joining the team and will be auditing one unit that is not their own.
After Action Reports (AAR) and Lessons Learned	Snoqualmie Smoke Alarm Oct. 2021	Smoke alarm due to HVAC refrigerant spilled on the roof. Patients and staff evacuated.	CLOSED	Recommendation 1. Add ponchos in the black boxes. Completed. 2. Add emergency phones to the list of items to take outside on the Fire Drill form. Completed.
	Ice Storm Dec. 2022	Regional freezing rain event.	OPEN	<ul style="list-style-type: none"> • Transportation – Freeways shut down. Roads & parking lots 3-4 inches of solid ice. • Parking lots were not safe even though plowed, shoveled, and deiced. 2 staff fell. • Approved to purchase ice cleats for snow shoveling team, drivers and spare for units.

				<ul style="list-style-type: none"> • KH requested we set up external controls in the parking lots to route people to certain areas. • TH discussing with winter services vendor to supply liquid deicer. • Suggested to remind leadership to have staff work from home when possible.
Agenda Items	Annual Hazard Vulnerability Assessment (HVA) 2023		OPEN	Reviewed. Motion for approval by KH and seconded by DA. Committee approved.
	OSHA 2022 Form 300	Review – Percy Strowhorn	OPEN	PS reviewed the 2022 OSHA L&I events. As the HR representative, he stated HR will focus on the psychological and emotional well being and safety of the staff this year.
	Generator Load Testing	Randy Thompson	OPEN	Propose to power clinics on generator once per year to test generator and transfer switch in leu of using load banks to exercise the generators. Cost savings. <ul style="list-style-type: none"> • Committee agreed it is a more effective way of testing the generators for failure. • Other departments needed to be involved to complete a safe check test; FSS, IT, Biomed • Cadence should be one clinic at a time. • There should be minimal disruption to patient care.
	Emergency Flashlights -	Proposal to replace standardized flashlights	CLOSED	Replaced in the primary black box and on the crash cart.

	LED	with LED		
	2023 Annual In-Services	*Snow event preparedness email *Quarterly Fire Drill – Jan. *Code Blue - February *Preventing Sexual Harassment - February *Annual Infection Prevention Training - April *Quarterly Fire Drill/Fire Extinguisher Training - April	CLOSED CLOSED OPEN OPEN OPEN OPEN	FSS/Simulations Relias/Simulations Relias Relias FSS/Simulations – FSS and CM have asked for fire extinguisher training aides.
Safety Committee Membership		Need Front Line DT 2, Hospital Services, IT	OPEN	3/12/23 UPDATE – 3 DT & 1 HS/DT have been added to the SC.
2022/23 Committee meetings schedule		Quarterly on the following 3 rd Thursday of the month, 2:00-3:00 pm. May 18, 2023 August 17, 2023 November 16, 2023 February 15, 2024		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!