

## **Northwest Kidney Centers Safety Committee Meeting Minutes: November 16, 2023**

**Present:** Tammy Heck, Assistant Director Clinical Support Services (Logistics), Dominik Arnold, Manager of Clinical Education (SeaTac), Candace Cruz, Social Worker (Kent), Gail Cutrell, Home Program Operation Supervisor (Seattle), Chris Matala, Director of Supply Chain (Logistics), Khalid Yassir, IT Service Team Lead (Burien), Renin Cassidy, RD (Seattle), Danny Wiederrick, Maintenance Engineer (Logistics), Michael Kellogg, Senior Director Facility Planning and Management, Percy Strowhorn, HR Generalist (Burien)

**Not Present:** Krystle Harrington, Director of Patient Safety & Quality (Broadway), Kim Frodsham, LPN (Bellevue), Tosha Mackness, Clinical Director (North End), Kevaney St. James DT II (South), Mariam Azami DT III (Hospital Services), Isa Kellar DT II (Central), Elaine Hathaway DT II (North), Heather Johnson, Nurse Supervisor Home Program (Kirkland), Russanyl Dollente DT III (Hospital Services)

**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, Panther Lake 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>	Approval of previous minutes	Approval of August 2023 Safety Committee Minutes.	CLOSED	Reviewed and approved via email.
<b>Announcements</b>	New Members			
<b>Standing Agenda Items</b>				
<b>Accident and Injury Data</b>	Safety Alert System (SAS)	Provide the committee with employee injuries by NKC location and type for the prior quarter. August 2023 – October	OPEN - Tammy	Slips, trips & falls. <ul style="list-style-type: none"><li>• Metal grate slippery when wet. Rug has been placed. Concrete to be poured when able.</li></ul>

<p><b>Environment of Care Rounding</b></p>	<p>2023 Annual EOC Rounds</p>	<p>2023  Back Injuries = 0  Strain/Sprain = 4  Slips/Trips/Falls = 2  Needlesticks/Sharps = 3  Other = 5</p> <p>Total = 14 not trends</p> <p>2=RN  10=DT II  2= Support Staff</p> <p>In process.</p>	<p>OPEN - Tammy</p>	<p>Needlesticks. /sharps:</p> <ul style="list-style-type: none"> <li>• 1-During removal of needles, pt. moved.</li> <li>• 1-Stuck while removing adapter from the vacutainer.</li> <li>• 1-During cannulation</li> </ul> <p>Strains/Sprains-All finger strains</p> <ul style="list-style-type: none"> <li>• 1 -positioning patient</li> <li>• 1 – making a bed</li> <li>• 1 – hitting a counter</li> <li>• 1 – jammed finger</li> </ul> <p>Other</p> <ul style="list-style-type: none"> <li>• 1-Chemical odor coming from patient.</li> <li>• 1-Bed bug bites to staff</li> <li>• 2-Staff medical emergencies</li> <li>• 1-Staff exposure to eyes-body fluid when removing tubing from the machine</li> </ul> <p>Annual rounds have been completed at Auburn, Bellevue, Broadway, Burien, Enumclaw, Everett, Federal Way West, Fife, Kent, Kirkland, Lake City, Panther Lake, Renton, Port Angeles, Snoqualmie, and Seattle.</p> <p>Trends:</p> <ul style="list-style-type: none"> <li>• Wearing PPE appropriately – labs coats not buttoned up.</li> <li>• Fire doors propped open.</li> <li>• Items blocking the fire</li> </ul>
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				extinguishers.
<b>After Action Reports (AAR) and Lessons Learned</b>				
<b>Agenda Items</b>	<i>Winter Preparedness</i>	<ol style="list-style-type: none"> <li>1. Temperatures expected to be in the 30s.</li> <li>2. Winter Services for FY23/24.</li> </ol>	OPEN	<ul style="list-style-type: none"> <li>• All staff email sent on 10/27/2023.</li> <li>• Liquid deicer services for parking lots.</li> <li>• Granular deicer services for parking lots &amp; sidewalks</li> <li>• Snow plowing services for parking lots.</li> <li>• Partial parking lot closures &amp; new shoveling maps for safer parking lot navigation.</li> </ul>
	<i>Workplace Violence Prevention Committee</i>	Report	OPEN	<p>The purpose of the WVPC is to investigate events, identify root causes, develop a plan to responses, recognize trends, recommend education, training, and staff support.</p> <ul style="list-style-type: none"> <li>• We have reviewed 3 security events. No trends,</li> <li>• Areas for improvements were identified and are being implemented.</li> <li>• Staff support was offered and implemented where accepted.</li> <li>• All staff education/training is being developed. The goal for the first tier, Guidelines for Controlling Access, is for December. The second and third tiers will be early to mid-</li> </ul>

				2024. <ul style="list-style-type: none"> <li>Policy, Weapons Free Workplace has been reviewed and edited by Legal.</li> </ul>
	<i>Panic Buttons</i>	Unauthorized access	OPEN – Michael Kellogg	Committee in favor of panic button use at NKC for both UC/reception desk staff and clinical staff. Prefer the use of the device worn by staff vs attached to a desk. The device should call 911. Consensus- staff will feel safer and this will give them the ability to call 911 without alerting the unauthorized individual. <ul style="list-style-type: none"> <li>The group agreed fixed locations would be best. Pendants may get lost or taken home.</li> <li>Next step is to get pricing and possibly trial at Seattle Yesler.</li> </ul>
	<i>Review Orange Disaster Binder Content</i>	Review FEMA documents.	OPEN - Tammy	
	<i>HVA 2024</i>		OPEN - Tammy	
	<i>Security</i>	Security measures that have been implemented at NKC within FY 2023.	OPEN – Michael Kellogg	<ul style="list-style-type: none"> <li>Federal Way East – Added parking lot lighting and reoriented cameras so staff had better views of the parking lot.</li> <li>Rainier Beach – Added more lighting to the North &amp; South side (alley &amp; street) to help resolve the parking issues. Security is present on Fridays between 11-2:30 to help. Security personnel can also monitor RBKC from the Seattle security office.</li> </ul>

				<ul style="list-style-type: none"> <li>• Scribner – Added new Security IPADs and a camera at rear entrance.</li> <li>• Everett – Added a card entrance at front door so staff can park and enter.</li> </ul>
<b>Emergency Preparedness Plan</b>	2023 Annual In-Services	*Code Blue - August *Annual Safety Training – September Quarterly Fire Drill - October *Preparing for Snow - November *Compliance Training - November	CLOSED CLOSED CLOSED OPEN OPEN	Clinical Staff - Relias/Simulations All Staff – Relias  All Clinics  All Staff  All Staff - Relias
<b>2023/24 Committee meetings schedule</b>		Quarterly on the following 3 <sup>rd</sup> Thursday of the month, 2:00-3:00 pm. February 15, 2024 May 16, 2024		