

Safety and Workplace Violence Prevention Committee Minutes

April 17, 2025

Virtual 14:00 – 15:00

Present: Tammy Heck DCSS/ Safety Committee Chairperson, Renin Cassidy RD, Danny Wiederrick Maintenance Engineer, Chris Matala Director Supply Chain, Gail Cutrell Home Supervisor, Tina Po SW, Elaine Hathaway DT II North, Ercelene Kinnebrew Clinical Education Manager, Taylor Miller Infection Prevention Manager, Ripen Thind Office Services, Tara Scott Lake City Clinical Manager, Sis Espirito People Operations and Experience Manager HR, Kristina Eddy Employee Health Manager, Khalid Yassir IT Service Team Lead

Not Present: Krystle Harrington Director Patient Safety & Quality, Tosha Mackness Clinical Director, Joyce Winters Kirkland Clinical Manager, Candace Cruz SW, Kevaney St. James DT II South, Aby Sebastian Clinical Unit Coordinator Central, Michael Kellogg, Senior Director, Facility Planning & Management, Uris Rullan, Office Services

Facilities: Auburn 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, Snoqualmie Ridge Kidney Center, Yesler Terrace Kidney Center, Home Dept. & PD Programs, Hospital Services, Logistics, Burien Administrative Locations.

1. WELCOME & INTRODUCTIONS – Tammy Heck

- Introduction of members

2. ADMINISTRATIVE

- Previous November 2024 minutes were approved by Chris Matala and seconded by Danny Wiederrick
- Reviewed Safety and Committee Policy and Guidelines. The policy is approved by the committee with the following changes.
 - The safety committee will be scheduled every other month instead of quarterly.

3. STANDING AGENDA ITEMS

- Accident and Injury Data – Tammy Heck & Kristina Eddy provided the Committee with employee injuries by NKC location and type for the prior two months.

February – March 2025

Back Injuries = 1

Strain/Sprain = 0

Slips/Trips/Falls = 0

Needlestick/Sharps = 4

Other = 7

WV = 19

Total = 31

- Inconsistencies with needle handling in clinics were brought up; suggestions were made to possibly revamp or provide more training in that area.
 - There has been a part ordered for the conference doors at Yesler to further stop people from using them incorrectly.
 - There have been ongoing concerns regarding staff compliance with wearing proper PPE during patient care or machine setup/tear down, which has led to a few incidents. Several suggestions were proposed to address this issue:
 - Explore more comfortable PPE alternatives to encourage consistent use among clinical staff.
 - Creating an informational flyer or including a section in the next staff update to highlight the risks associated with not wearing protective equipment.
 - An in-person discussion be held with clinical staff during huddles, to reinforce the importance of PPE and ensure understanding.
 - Overall staff are getting more comfortable with reporting incidents, which is helpful for us to identify where we need more education.
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- Environment of Care Rounding 2025 – Tammy Heck
No EOC completed in February or March

 - After Action Report – Tammy Heck
The November 2025 Windstorm AAR – A few action items are in progress. Clinics will be using it for our annual emergency preparedness exercise and moving the Earthquake Drill, regularly scheduled for May, to October so we can participate in the Great Shakeout.

- Workplace Violence Prevention – Tammy Heck

- ❖ Workplace Violence:

- 15 incidents of verbal abuse towards staff

- 1 Safety

- 3 incidents of physical abuse towards staff

- NKC is partnering with NAMI-Seattle to provide de-escalation training to staff. We are prioritizing training for all clinical staff, although anyone is welcome to attend the training and if resources and time permit, we will try to facilitate a second training opportunity for the clinics.
 - We will have virtual training via med trainer as well as tabletop discussions on active shooter situations once the de-escalation training is complete.
 - The IT department has begun rolling out new intercom systems to all clinics, that provide staff with clearer visuals of visitors, enabling better identification before allowing building access.

- Hazard Vulnerability Assessments – Tammy Heck

- Tammy participated in the Northwest Healthcare Response Network for the central division; she worked to identify various disaster risks and their associated risk levels. The results are currently being compiled and are expected to be available around June or July. Once received, we can use this information to develop Hazard Vulnerability Analyses (HVAs) for each individual clinic.

- Safety In- Services – Tammy Heck

- Each clinic will participate in a fire drill in April.
 - People's team is helping to compile a scavenger hunt via MedTrainer.

- Committee Meeting Schedule

- We will be meeting every other month on the 3rd Thursday from 2-3 pm
 - The June 19th meeting is rescheduled to June 26th due to scheduling conflicts for multiple members



Origination 10/2006
Last Reviewed 02/2024
Effective 02/2024
Last Revised 02/2024
Next Review 02/2026

Owner Tammy Heck:
Director of
Clinical Support
Services
Area Safety-General
Safety

Safety Committee, SAF-E9007

Application:

All Northwest Kidney Center staff

V-tags:

V400 – V416 Safety and Health

V417 – 418 Life Safety Code

Policy:

In accordance with WAC 296-800-13020 and WAC 296-800-13025, Northwest Kidney Centers will implement a Safety Committee to adopt, implement, and monitor a comprehensive safety program addressing employee safety and emergency preparedness.

Responsibility:

The Safety Committee Chairperson or designee will be responsible for coordinating and monitoring Safety Committee activities.

1. The Safety Committee will be comprised of representation from management and non-management employees.
2. The Safety Committee will be constructed of employer selected and employee selected members. Employer selected members will not exceed the number of employee selected members.
3. The terms of membership will be a minimum of one year. (There is no limit to the number of terms a representative can serve)

4. Any member not attending a Safety Committee meeting must notify the Safety Committee Chairperson or designee prior to the scheduled meeting regarding fulfillment / progress of any assignment and any new safety concerns.
5. The Safety Committee meeting will be scheduled quarterly. The Safety Committee will be responsible for determining the frequency of committee meetings including dates, hours and locations.
6. The length of the Safety Committee meeting will not exceed two hours, except by majority vote of the committee.
7. Minutes of the Safety Committee meeting will be prepared and filed for a period of at least one year and will be available for review by personnel from the Department of Labor and Industries. The minutes will be available on K-Net after committee approval.
8. The Safety Committee meeting agenda will address, at a minimum, the following items:
 - An evaluation of the accident investigations conducted since the last meeting to determine if the cause of the unsafe acts or unsafe condition involved was properly identified and corrected.
 - An evaluation of the accident and illness prevention program, including potential musculo-skeletal disorders, with a discussion of recommendations for improvement where indicated.
 - A review of safety suggestions submitted by employees.
 - Any "open" item from previous meetings. Items will continue to remain on the agenda in an "open" status until they are resolved or mutual management and employee consensus reached.
 - A review of Safety Alert System (SAS) data since the last committee meeting. Information assessed by the committee will include employee incidents including injuries, falls, needle sticks, physical environment incidents which may impact the meeting life safety codes.
 - A review of the Hazard Vulnerability Analysis (HVA) or the CMS required Emergency Preparedness plan at least annually or if changes to either document are requested .
 - A review of recent after action reports (AAR), disaster drills and disaster training including recommendations and actions.
 - A review of safety surveys including recommendations and actions.
9. The attendance will be documented.
10. The Safety Committee Chairperson or designee may serve as a facilitator for the meetings and individual members may equally share leadership via open forum.
11. The Safety Committee Chairperson or designee will provide the timely quarterly Safety Committee minutes to the Safety Committee members.

Approval Signatures

Step Description

Approver

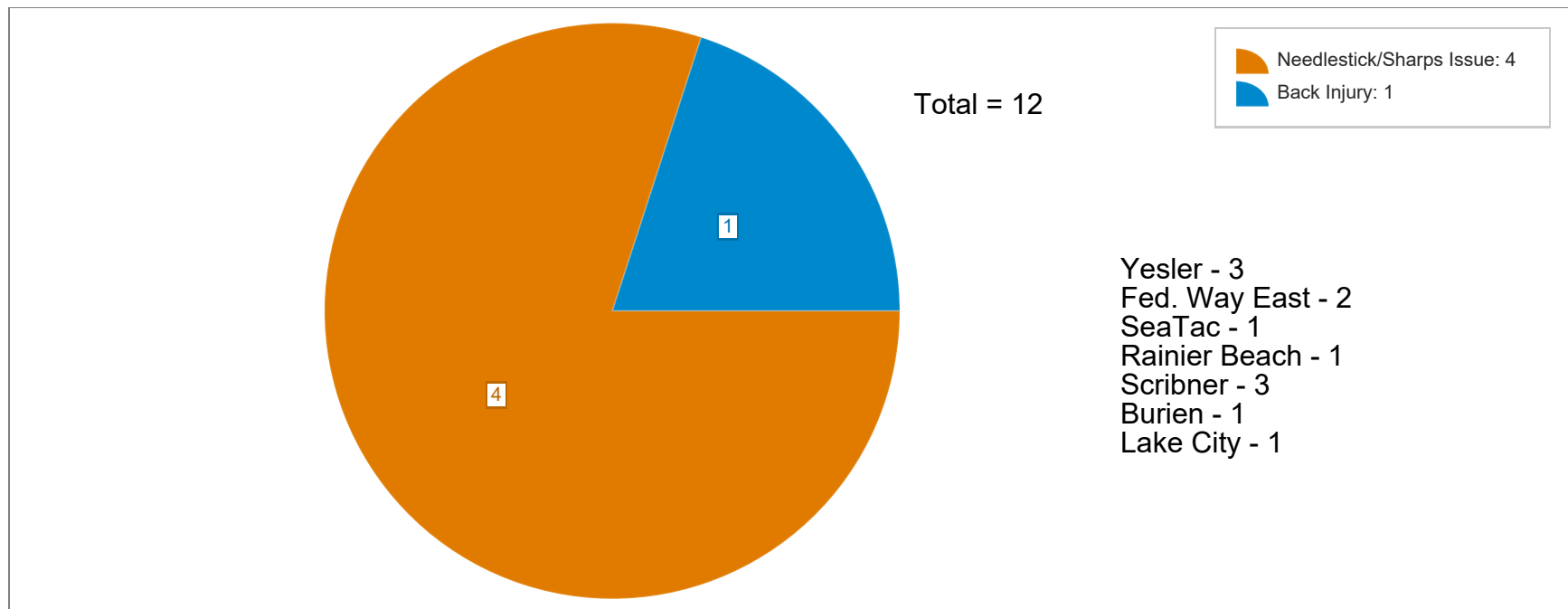
Date

COPY

Safety Committee Employee Injury Report - Bimonthly

(Event Date is within 02-01-2025 and 03-31-2025) and (((File State is equal to "New") or (File State is equal to "In-Progress") or (File State is equal to "Closed"))) and (Type of Person Affected is equal to "Employee") and ((Specific Event Type is equal to "Back Injury") or (Specific Event Type is equal to "Needlestick/Sharps Issue") or (Specific Event Type is equal to "Strain/Sprain") or (Specific Event Type is equal to "Fall/Slip/Trip"))) and (((General Event Type is equal to "Equipment/Medical Device") and (Specific Event Type is equal to "Water Room Equipment Malfunction")) or ((General Event Type is equal to "Dialysis/Treatment") and (Specific Event Type is equal to "Water - RO Issue")) or ((General Event Type is equal to "Dialysis/Treatment") and (Specific Event Type is equal to "Water - Delivery Issue")) or ((General Event Type is equal to "Dialysis/Treatment") and (Specific Event Type is equal to "Water - Testing Issue")) or (General Event Type is equal to "Employee") or (General Event Type is equal to "Behavior")) and (General Event Type is not equal to "Compliance and Privacy"))

Grand Total: 5



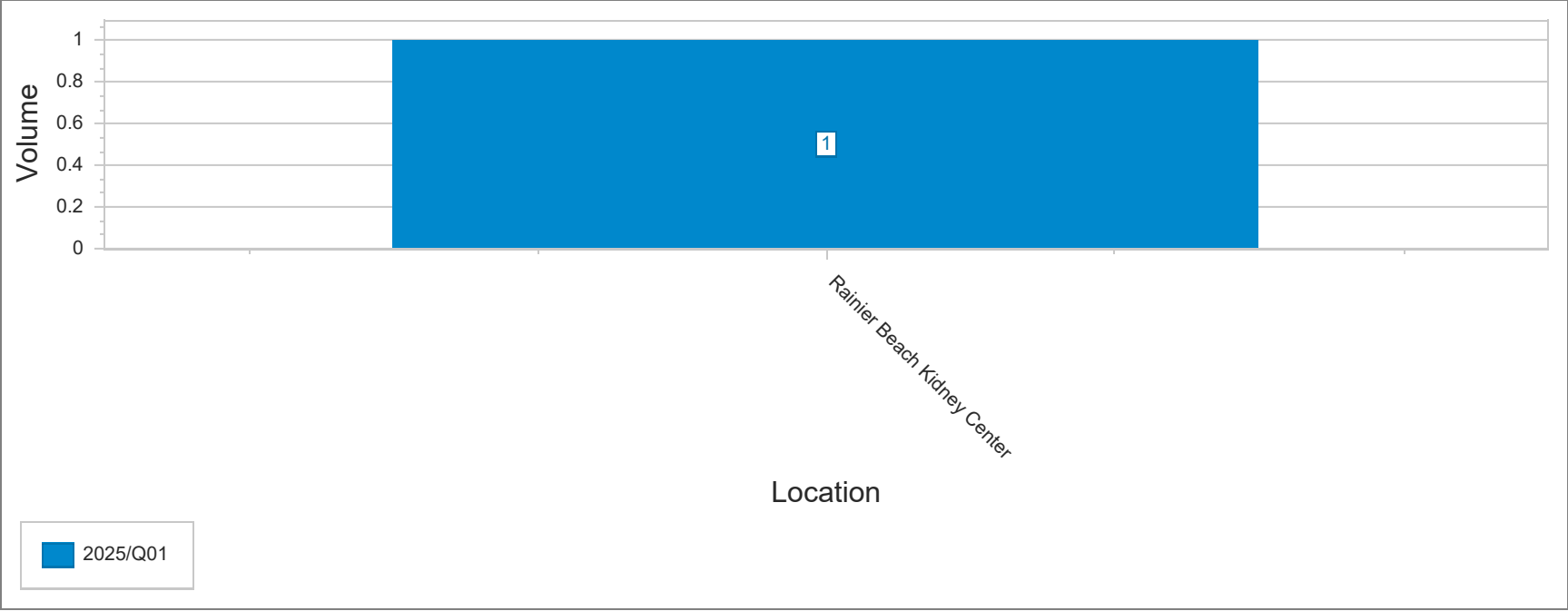
Other = 1. Finger trapped while folding conference room door. 2. Blood exposure to eye while helping colleague pull needle. No face mask worn. 3. Bicart exposure to eyes while removing from dialysis machine wo PPE. 4. Injured elbow & shoulder while moving ceiling lift. 5. Staff observed putting patient on wo proper PPE - face shield. 6. Staff face sprayed with Ethyl Chloride while patient prepping site for cannulation. Not wearing PPE. 7. Patient pushed staff hands away while trying to cannulate needle. Risk of needlestick.

Employee Back Injuries

By Location and Quarter

(Event Date is within 02-01-2025 and 03-31-2025) and (((File State is equal to "New") or (File State is equal to "In-Progress") or (File State is equal to "Closed"))) and (Type of Person Affected is equal to "Employee") and (Specific Event Type is equal to "Back Injury")) and (((((General Event Type is equal to "Equipment/Medical Device") and (Specific Event Type is equal to "Water Room Equipment Malfunction")) or ((General Event Type is equal to "Dialysis/Treatment") and (Specific Event Type is equal to "Water - RO Issue")) or ((General Event Type is equal to "Dialysis/Treatment") and (Specific Event Type is equal to "Water - Delivery Issue")) or ((General Event Type is equal to "Dialysis/Treatment") and (Specific Event Type is equal to "Water - Testing Issue")) or (General Event Type is equal to "Employee") or (General Event Type is equal to "Behavior")) and (General Event Type is not equal to "Compliance and Privacy"))))

Grand Total: 1

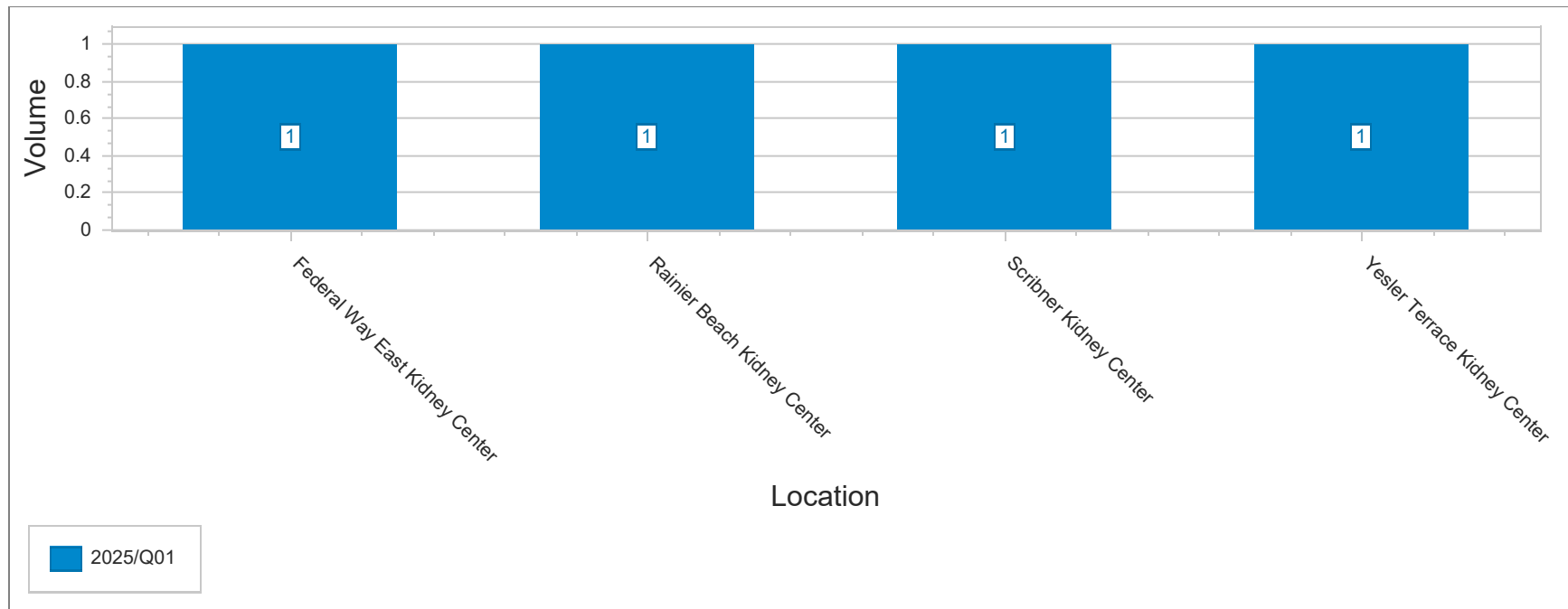


Employee Needlestick/Sharps

By Location

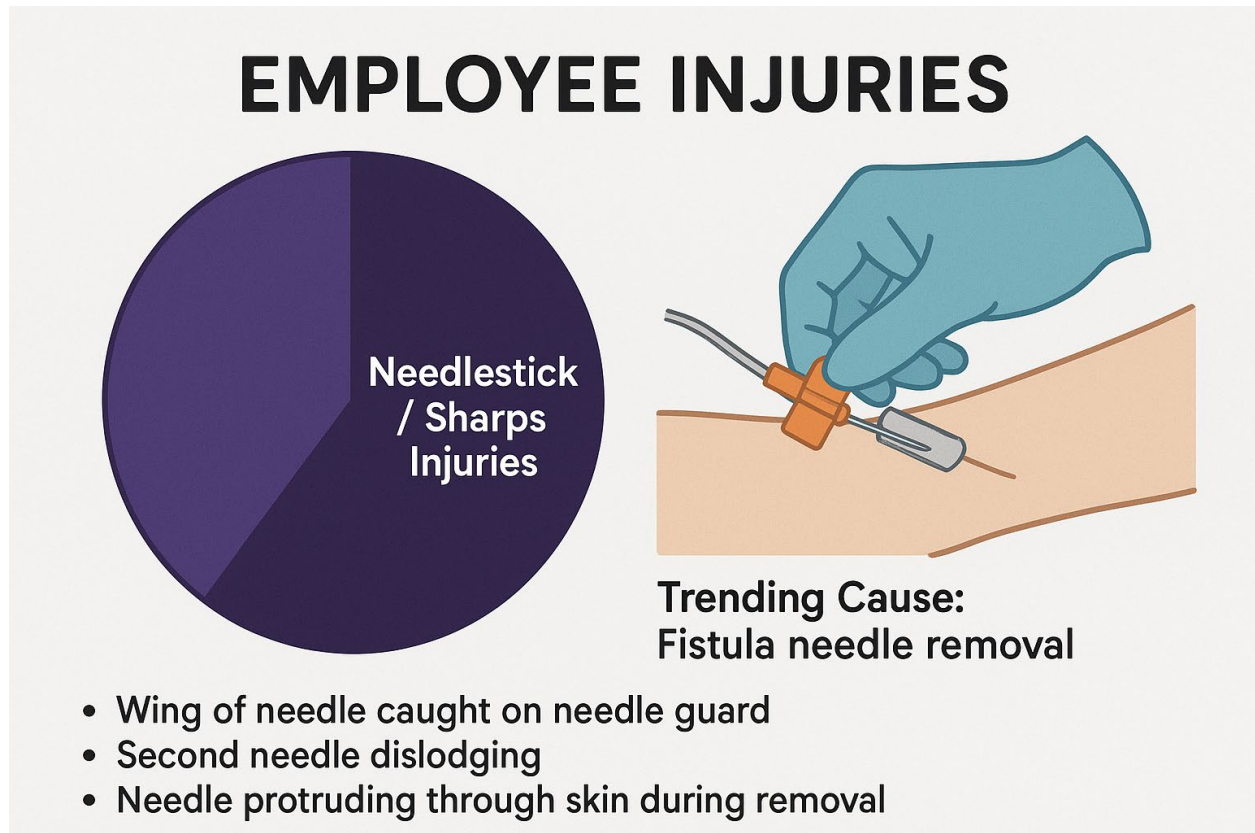
(Event Date is within 02-01-2025 and 03-31-2025) and (((File State is equal to "New") or (File State is equal to "In-Progress") or (File State is equal to "Closed"))) and (Type of Person Affected is equal to "Employee") and (Specific Event Type is equal to "Needlestick/Sharps Issue")) and (((((General Event Type is equal to "Equipment/Medical Device") and (Specific Event Type is equal to "Water Room Equipment Malfunction")) or ((General Event Type is equal to "Dialysis/Treatment") and (Specific Event Type is equal to "Water - RO Issue")) or ((General Event Type is equal to "Dialysis/Treatment") and (Specific Event Type is equal to "Water - Delivery Issue")) or ((General Event Type is equal to "Dialysis/Treatment") and (Specific Event Type is equal to "Water - Testing Issue")) or (General Event Type is equal to "Employee") or (General Event Type is equal to "Behavior")) and (General Event Type is not equal to "Compliance and Privacy"))))

Grand Total: 4



18:08 04-16-2025

Employee Needlestick Injury Trends:



- 75% of Needlestick injuries occurred during fistula needle removal
- No trending noted in “other injuries”