

Northwest Kidney Centers Safety Committee Meeting Minutes: September 2020

Members Present: Tammy Heck, Liz McNamara, Ashish Kumar, Fiona Wolf, Danny Wiederrick, Andy Voorhies, and Tosha Mackness. (Special guest: Connie Teece)

Members Not Present: Adrian Fomby, Chris Grove, Kim Frodsham, Melina Randall, Donna Ballard, Kathy Lilienthal, Kelsey Sprague, and Ray Robles.

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, Lake Washington 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, Distribution Center, Blagg and Haviland Administrative Locations.

AGENDA	ITEM	ACTION	COMPLETION	FOLLOW UP
Administrative	Approval of December 2019 minutes	In September safety committee packet. March and July 2020 meeting cancelled due to COVID-19 pandemic.	COMPLETED	Approved by committee.
Standing Agenda Items				
Accident and Injury Data	<p>Safety Alert System (SAS)</p> <p>How does HR report to OSHA? Use SAS. All employee</p>	<p>Provide the committee with employee injuries by NKC location and type for the prior four quarters.</p> <p>Back Injuries = 11 Strain/Sprain = 14 Slips/Trips/Falls = 19 Needlesticks/Sharps = 16 Total = 60</p>	OPEN	<ul style="list-style-type: none"> Ergonomics - NKC utilizes Approach Consultants. What is ongoing training on back safety (including Arjo Training)? Back safety education is being distributed by the Patient Fall Committee. Chairs too high to use slide board. Liz

<p>Environment of Care Rounding</p>	<p>injuries including needle sticks regardless of whether employee misses work. Posted at every location annually.</p> <p>2nd EOC Rounds of 2019.</p>	<p>Data from 10/1/19-9/14/20 EOC Rounding will be done once in 2020 due to COVID-19 pandemic. These will begin in November. Tammy</p>	<p>OPEN</p>	<ul style="list-style-type: none"> • Needlesticks – Efforts to reduce needlestick injuries. Tosha to research how other companies processes and campaigns have decreased needle sticks. • In the current quarter – 3 needle sticks all while removing patient needles. 3 falls, 1 trip over item and 2 water on the floor.
<p>After Action Reports (AAR) and Lessons Learned</p>	<p>Snowfall Event, February 2019</p>	<p>Randy has purchased one battery operated snowblower. If it works, one will be purchased for each unit. Did not work. Returned. Looking for another option.</p> <p>Plant Ops/FSS staff have been assigned a unit for snow days Tammy.</p> <p>6 bags of ice melt and 2 shovels have been delivered to each unit.</p>	<p>OPEN</p> <p>9/14/20</p>	<ul style="list-style-type: none"> • Still need: Ongoing staff education, how will rides/drivers for staff be handled, hotels for staff, and role of IDT team members contacting patients. Liz • An IDT sub-group is needed to discuss IDT roles since there are no nursing staff at this meeting. Liz • City Wide will assist in snow shoveling. • Need to check warehouse inventory of ice melt.

	<p>Power Outage – Burien</p> <p>Power Outage – Elliott Bay</p> <p>COVID-19</p>	<p>Tammy</p> <p>Randy is working on snow plowing plan with landlords.</p> <p>Carrie</p> <p>Liz (5/2/20)</p>	<p>COMPLETE</p> <p>OPEN</p> <p>COMPLETE</p>	<p>Crow in the power lines. Generator did not run the Production line in the Logistics Center. Resolved on 9/19/20.</p> <p>NWHRN COVID-19 Snapshot & HC Impact Report 2020-09-01</p>
<p>New Agenda Items</p> <p>Emergency Preparedness Plan</p>	<p>Annual Hazard Vulnerability Assessment (HVA)</p>	<p>Safety Committee members approved the final 2020 NKC HVA, Unit specific HVA, Home Program HVA, and Hospital Services HVA.</p> <p>2021 – Will start in November.</p>	<p>COMPLETE</p>	<ul style="list-style-type: none"> Units reviewed their 2020 HVA at January QA/PI meetings. HVA meeting scheduled for Nov. 18th
	<p>Revision of Emergency Black Boxes & Disaster Boxes</p>	<p>Review and revise the list of items needed according to regulations for emergency boxes.</p>	<p>OPEN</p>	<p>Small sub-committee: Andy, Tammy, Tosha, two clinical staff and Steve or Josh.</p> <p>Tosha to recruit nurse and tech.</p> <p>Tammy to recruit Plant Ops staff member.</p>

	Workplace Violence Committee	Create sub-committee to work on security issues both environmental and personal.	OPEN	Committee suggested by Liz to evaluate safety issues such as lack of lighting in Renton parking lot.
	2021 Disaster Drill	What are the requirements? How often do we need to do the drills?	OPEN	Participating in the NWHRN or WISHA? Tammy
Safety Committee Membership		New members needed from Social Work and Human Resources. Still need Nursing and Dialysis Tech representation Suggestion of adding someone from Distribution.	OPEN	Adrian will talk to Celia. Elizabeth Adam from HR. Tosha Mackness Tammy will ask Chris Matala.
2020 Committee meetings schedule		Special HVA meeting November 4, 2020 Quarterly on the following Wednesdays, 1:30-3:00 pm. December 2, 2020 March 3, 2021		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.