

# Health & Safety Committee Minutes

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Department of Family Medicine

**Date: Wednesday March 7, 2018**

**Time: 2:30 p.m.**

**Location: FMC Third Floor Lounge**

**Meeting Co-Chairs:** Vicky Garrah

**Secretary:** Vicky Garrah

**Members:** Vicky Garrah, Jennifer Wells, Rose Miller, Pat Friske, Kim Wallace, Mitch Doherty (Ex Officio)

Regrets: Jennifer Wells

Item	Topic	Presenter	Time	Action Item
1.	Approval of Agenda – agenda approved as circulated	V. Garrah	2 min.	
2.	<ul style="list-style-type: none"> <li>Approval of Minutes of September 19 2017. Review of Action items from previous meeting if necessary.</li> </ul>	V. Garrah	2 min.	
	<p>Agenda Items</p> <ul style="list-style-type: none"> <li><b>Review of Health and Safety related incident reports</b></li> </ul> <p>Vicky provided a brief review of health and safety related incident reports that occurred since our last meeting. Three incidents were reviewed with the committee:</p> <ul style="list-style-type: none"> <li>- Resident incident whereby resident received superficial cuts to fingers when breaking top off of glass ampoule. No significant injury and no secondary medical intervention required. Reviewed with resident the safest way of breaking glass ampoules in future.</li> <li>- Patient motorized wheelchair tires got caught in winter mats laid down at 220 Bagot Street. No injury to patient. Staff in the area were able to remove mats from wheels. This was felt to be an unusual incident and did not require the removal of winter mats in future. This has not been seen before with other motorized chairs.</li> </ul>	V. Garrah		

	<p>- Incident of verbal aggression by non-patient who came to the building. Did not require security intervention and person left the building when directed by staff.</p> <p>• <b>Crisis Intervention Training – progress update</b></p> <p>Vicky updated the group with where we are with organized some subsequent crisis intervention education. She has spoken with educational reps from G4 Security Group who are willing to work to put together some type of interactive educational resource for the QFHT and can provide lecture type education for clinical staff groups. They are currently working with other organizations on educational programs and will in turn roll these out to us. Vicky provided them with specifics on what we are looking for and expressed the need for education relevant to what we see in primary care. It is hoped we hear back from them relatively soon to get this organized for our staff.</p>	V. Garrah		
4.	<p>Other/Additions</p> <p>Vicky notified the committee that special eaves trough have been added to the front of the building at 220 Bagot to prevent any more buildup of ice on the roof that was posing a risk to visitors and patients.</p>			
5.	<p>Adjournment</p> <p><b>Date of Next Meeting: TBA</b></p>			

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