

**MINUTES**  
**HEALTH AND SAFETY CLINIC ENVIRONMENT COMMITTEE**  
Wednesday, November 8, 2000 (Student Health Service)

**Members Present:** Marie Zeldon (Chair), Nancy Ferguson, Liska Lackey, Stephanie Lowther, Brian Brave, Mike Proctor, Mary Crabtree (HSO Liaison)  
**Members Absent:** Dr. Enrique Platin, Jean Dawson Barbour,

**1. *Introductions & Minutes***

Meeting called to order. Minutes of September 6, 2000 meeting were reviewed and approved.

**2. *Report of Clinic Environment***

Workplace Safety Statistics reported as of August 26, 2000

Type of Injury	
Disease Exposure	3
Accident Type/Other	2
Struck against Object	1
Repetitive Motion	1

From the 3 disease exposures: 1 needlesticks, 1 not enough information, 1 blood inside cuff of glove. Liska Lackey reported that the clinic had seen 9 patients for disease exposure. HSO is short 6 incident reports. Crabtree will have the workers' compensation manager research why incidents reports were not filed with HSO. Over all the exposure rate has decreased from 90 ytd in 1999 to 44 so far in 2000.

**3. *Committee Actions***

Marie Zeldin led the committee in a discussion over a recent OSHA inspection in one of the clinical areas. Zeldin reminded everyone on the importance of personnel training, documentation of training, and addressing workplace safety concerns with staff.

The first item of new business was to look at ways to increase compliance with annual PPD. Crabtree reported on a memo that the Director of Health and Safety sent to School of Medicine concerning compliance with immunization review and annual tuberculosis screening. The committee discussed what type of mechanism might be set-up to enforce compliance like i.e. hold paychecks. It was decided that the committee will wait and review any comments or suggestions made to the Director of Health and Safety at the next meeting. Meanwhile the committee will focus on ways to continue to educate personnel on the importance of these screenings.

The next new item the committee discussed was the development of a clinic committee newsletter to increase awareness and educate staff on issue such as safety in healthcare and compliance. Everyone decided to draft a newsletter for review at the next meeting. The following articles will be contributed: Liska Lackey – University's immunization review, Mike Proctor – work orders for lights, Marie Zeldin – Purpose of the committee, Mary Crabtree - Training and Incident information. At the next meeting the committee will decide on the frequency of the newsletter and how it will be distributed.

Liska Lackey updated the committee on the status of flu vaccines. Vaccines, ordered in the summer, are arriving late this year. The vendors are assuring UEOHC that all vaccines will be delivered by the end of December. A small amount of flu vaccine has just arrived and the first wave of vaccinations will begin November 14. This first wave will be for employees who have direct patient contact. When the rest of the vaccines are received, they will be administered to all other employees, whose job duties have them in healthcare facilities, including those who do not have direct patient contact.

The next committee meeting is Wednesday, February 7, 2001 from 2:00 – 3:30 at Student Health Service, 2<sup>nd</sup> Floor Administrative East Conference Room.

Meeting adjourned at 3:15 pm