

Weston Assisted Living

Resident Safety

POLICY

The Jewish Community Housing Corporation (JCHC) is dedicated to enhancing the quality of the life of older adults through a patient safety program.

The JCHC will maintain an ongoing and active patient safety program at its Weston Assisted Living Residence to assure the highest standards of care, in conjunction with compliance of all federal, state and local regulations and laws.

PURPOSE

The purpose of the Resident Safety policy at Weston Assisted Living is to develop a resident safety plan for the facility that analyzes and applies appropriate safety practices in order to reduce the probability of adverse events; as well as the analysis of near-misses and adverse events, particularly serious preventable adverse events.

SCOPE

Chief Operating Officer, Administrator, Manager of Health and Wellness, Social Services, Dining Service Manager, Facility Director and / or Superintendent, Activity Director

PROCEDURES

I. SAFETY COMMITTEE:

- A. The CEO has appointed the Chief Operating Officer as the Chairperson for the Resident Safety Committee.
- B. The CEO has appointed the Risk Management oversight to the Chief Operating Officer
- C. The committee shall meet quarterly.
- D. The patient or resident safety committee shall document the proceedings of each meeting in minutes, which shall contain, at minimum, the following:
 - i. Meeting attendees;
 - ii. The date and time of the meeting;
 - iii. A brief description of the issues discussed;
 - iv. The recommendations made by the committee; and,
 - v. Any recommendations that were rejected..

II. TRAINING PROGRAM

- A. A training program for all professional, managers and direct resident care employees will incorporate the following:
 - i. Recognizing and reporting to the resident safety committee all serious or preventable adverse events, as well as near-misses.
 - ii. Disseminating information to all employees and healthcare team on the process for filing anonymous reports with the Department of near-misses and preventable events that are not serious preventable adverse events;

III. TRACKING/ TRENDING

The Resident Safety Committee Chairperson shall be responsible to:

- ❑ Maintaining an internal tracking system for all reports of adverse events and near-misses that permits aggregation of the data and trend analysis;
- ❑ Developing and recommending implementation of measures to minimize the risk of preventable adverse events;
- ❑ Assuring timely reporting to the Department of all serious preventable adverse events, in accordance with the requirements of N.J.A.C. 8:43E-10.6;
- ❑ Reviewing developments in evidence-based patient or resident safety practices appropriate to the services offered within the facility and recommending appropriate modification of facility policies and procedures to enhance patient or resident safety;
- ❑ Tracking the outcomes of new procedures, policies that have been implemented to decrease adverse events.

IV. ROOT CAUSE ANALYSIS

The Administrator or designee will conduct a root cause analysis of every serious preventable adverse event, as well as at least one root cause analysis per year of a preventable adverse event that is not subject to mandatory reporting of a near-miss reported to the patient or Resident Safety Committee.

V. REVIEW

A review of Resident Safety Plan will be completed on an as needed basis, but at least once every three years. This will be the responsibility of the Chief Operating Officer.

Approval date	10.1.09	Review date		Review date	
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