

Leamington Mennonite Home  
Long Term Care

**QUALITY & RISK MANAGEMENT  
POLICY AND PROCEDURE**

<b>CATEGORY:</b> Incident Reporting	<b>SUBJECT:</b> Near Miss Event	<b>SECTION:</b> D <b>POLICY:</b> 7
<b>DATE:</b> July 12, 2022	<b>Administrator's Signature:</b> _____	

**NEAR MISS EVENT**

**POLICY:**

Near misses are to be reported to the QRM Lead and investigated and follow up action to mitigate future risk is to be conducted if required.

**Definition:**

Near Miss: An event or circumstance which has the potential to cause serious physical or psychological injury, unexpected death, or significant property damage, but did not actualize due to chance, corrective action, and/or timely intervention. A near miss is a free lesson in proactive risk management and error prevention.

**PROCEDURE:**

Upon discovering the near miss:

The Staff will:

- 1) Ensure a safe environment i.e., remove resident from hazard, tag and lock out equipment, etc.
- 2) Report it to the Nurse in charge immediately.

The Nurse in charge will:

- 1) Notify the QRM Lead.
- 2) Ensure the near miss event is no longer putting anyone at risk.

The QRM Lead will:

- 1) Initiate an investigation if applicable.
- 2) Notify the RVP, LTC Operations verbally or document on the Weekly Operations Report, depending on the severity of the near miss and any follow up actions.
- 3) Review and respond to all near misses to ensure action is taken to prevent reoccurrence or possible sentinel event, i.e., elopement.
- 4) Make recommendation for system or process changes that will prevent occurrence or reoccurrence of near misses.