






SAFE WORK PROCEDURE		CHAIR REPOSITIONING TWO MINIMUM ASSIST	
Team Name / Team Lead: SCHIPP Team, Regional Director Staff Development, Infection Prevention and Control	Approved By: Vice President – Human Resources	Issue Date: June 29 2016	Review Date: December 20 2017 Revised date: January 2 2018
Potential Hazards: <ol style="list-style-type: none"> 1) If procedure not followed, there is risk for awkward postures and overextension which can lead to musculoskeletal injury. 2) Depending on the workload, repetitive motions may be a risk. 3) Client or caregiver may slip, trip and fall. 4) Client may grab or strike from reactive or defensive behavior. 5) Microorganism Transmission <p>Signs and symptoms of a musculoskeletal injury (MSI) can include pain, burning, swelling, stiffness, numbness/tingling, and/or loss of movement or strength in a body part. Report these to your supervisor.</p>		Personal protective equipment / devices required / other safety considerations: <ul style="list-style-type: none"> ➤ Side rail, grab bar and/or mobility aid if indicated ➤ Transfer belt if required. ➤ One Way Chair Slider if recommended by OT/PT ➤ Appropriate Footwear for Client and Caregivers ➤ Clothing that allows Caregivers movement ➤ Routine Practices; Additional Precautions as assigned 	
		Training / Reference Information: <ul style="list-style-type: none"> ➤ Initial Orientation and regular review ➤ Training on Transfer Belt Use and use of lifts 	
		Resources: <ul style="list-style-type: none"> ➤ Follow Manufacturer's Instructions for equipment ➤ SCHIPP.M1.001 Module 1 ➤ Video SCHIPP.RES.824 Chair Repositioning Two Minimum Assist 	
Client Criteria and Supportive Information: <ul style="list-style-type: none"> ➤ Consider Client's transfer method to assist with decision making on appropriate chair repositioning method. ➤ Has moderate to full leg strength and moderate weight bearing and may be able to step for repositioning in standing ➤ A one way chair slider may be assessed by OT/PT to determine suitability with existing Client's seat cushion. May need two assist and a slider, to guide Client to back of chair. 			
Steps to perform this task safely:			
		Set Up: <ul style="list-style-type: none"> ➤ Client's chair should be braked and in an open area for access from all sides. ➤ Assist Client to put feet under knees on floor or foot rests. ➤ Assist at shoulders, Client to lean forward, "nose over toes" by pulling with hands on armrests. 	
		Repositioning in Standing: <ul style="list-style-type: none"> ➤ Apply transfer belt. ➤ Move Client to a grab bar, side rail, or railing if Client would benefit from holding onto to pull self to stand, put brakes on chair ➤ Both Caregivers assist Client to stand, from both sides of chair, with wide base of support, neutral spine, and weight shift to front leg while guiding at transfer belt with wrist/hand. ➤ Remove brakes and move chair to back of Client's legs prior, re-apply brakes and assist Client to sit down, holding transfer belt and weight shifting to back of chair. 	

	<p>Repositioning with One Way Chair Slide and Two Minimum Assist:</p> <ul style="list-style-type: none"> ➤ Apply one way chair slide onto wheelchair seat prior to Client transferring onto seat. Fold in half, with tag facing up and goes to back of chair, with foot loop through back and seat of chair opening. ➤ Client needs to lean forward off back rest or insert a slider between Client's back and backrest to reduce the friction from shoulders on backrest. ➤ To reposition take foot loop, put in arch of Caregiver's foot, either push straight down in loop or if loop reaches floor, point toes and rest on floor, and step back shifting weight to heel. A second Caregiver can crouch in the front and guide Client under knees to back of chair at the same time. ➤ Hook loop onto chair at base or over handle between uses. Will need to transfer Client out of chair when fabric on top is past Client's hip area.
	<p>Reposition with Sit to Stand Lift and Two Minimum Assist:</p> <ul style="list-style-type: none"> ➤ Use the sit to stand lift if that is Client's transfer method, to lift Client. ➤ Move chair under Client and position at back of chair.
	<p>Reposition with Mechanical Floor or Overhead Lift and Two Minimum Assist:</p> <ul style="list-style-type: none"> ➤ Use either a mechanical lift or overhead lift as applicable if that is Client's transfer method. ➤ Move chair under Client and position at back of chair.
	<p>Comfort and Positioning:</p> <ul style="list-style-type: none"> ➤ Ensure Client is comfortable and safely positioned.
<p>Managers/Supervisors: ensure all duties are performed in accordance to training on the Safe Work Procedure, established health and safety regulations/guidelines, policies and procedures (e.g. following safe work procedures) to ensure the staff member, co-workers and clients are safe.</p> <p>Staff performing task: perform task in accordance to training on the Safe Work Procedure and established health and safety regulations. Notify Manager or supervisors of all occurrences, injuries, illnesses or safety and health concerns which are likely to harm themselves or others. Ensure work is completed safely for co-worker, client and personal safety.</p> <p>Note: this task will be monitored periodically to ensure compliance and safety.</p>	