






SAFE WORK PROCEDURE		EMERGENCY TRANSFER OUT OF BED: TWO ASSIST	
Team Name / Team Lead: SCHIPP Team, Regional Director Staff Development, Infection Prevention and Control	Approved By: Vice President - Human Resources	Date Created: June 29 2016	Review Date: December 21 2017 Revised date: January 2 2018
<p>Potential Hazards Present:</p> <ol style="list-style-type: none"> 1) There is a higher risk for awkward postures and over exertion, which can lead to a musculoskeletal injury due to the emergent nature of the task 2) Repetitive motions may be a factor. 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>		<p>Personal protective equipment / devices required / other safety considerations:</p> <ul style="list-style-type: none"> ➤ Durable blanket ➤ Large Tube slider (if blanket drag is too difficult) ➤ Adjustable bed ➤ Appropriate Footwear for Rescuers ➤ Clothing that allows Rescuers movement. ➤ Routine Practices; Additional Precautions as assigned <p>Training:</p> <ul style="list-style-type: none"> ➤ Initial Orientation and regular review <p>Resources:</p> <ul style="list-style-type: none"> ➤ Follow Manufacturer's Instructions for equipment ➤ SCHIPP.M1.001 Module 1 ➤ Video SCHIPP.RES.858 Two Person Transfer to Floor 	
<p>Client Criteria and Supportive Information:</p> <ul style="list-style-type: none"> ➤ Client can be handled with two rescuers. ➤ Unable to use wheelchair or walk with assist to safety. ➤ This procedure should be used only when there is imminent danger, where the risk of the event outweighs the risk of the transfer. ➤ Given the nature of this procedure, if Rescuers can alter positions with each Client it will share the exertion required, although a taller Rescuer may find the position at Client's torso easier than a shorter Rescuer. ➤ This procedure should not be used with a Client of bariatric size. In these cases, rely on Fire/Rescue personnel. ➤ Fire/Rescue personnel will direct the evacuation process once they come on the scene. 			
<p>Steps to perform this task safely:</p>			
		<p>Set Up:</p> <ul style="list-style-type: none"> ➤ Inform Client of need to move them quickly, provide reassurance. ➤ Rescuers lower bed to lowest position. ➤ Loosen fitted sheet corners by kneeling on bed to reach far sides. ➤ Remove blanket from Client or get another to lay on floor lengthwise part way under bed and enough above pillow to hold onto later. ➤ Put pillows on floor to cushion hips and head 	
		<p>Move to Side of Bed:</p> <ul style="list-style-type: none"> ➤ First Rescuer half kneels, facing Client at chest/shoulder area. ➤ Second Rescuer is next to Client at hip and knee area. ➤ Both Rescuers hold rolled up sheet next to Client. ➤ Count, weight shift back with legs to bring Client to side of bed, elbows at sides, wrists straight and thumbs up. 	

	<p>Lying to Partial Sitting:</p> <ul style="list-style-type: none"> ➤ First Rescuer puts one knee on bed, or half kneels, wrapping arms around Client's torso from behind, under shoulders. Hold Client's arms, squeeze forearms to chest and get as close with your head to Client's cheek. ➤ Second Rescuer wraps sheet around Client's legs and holds under legs at upper thighs and knees.
	<p>Guided Slide to the Floor:</p> <ul style="list-style-type: none"> ➤ Both Rescuers weight shift in direction of movement down to floor to slide Client onto pillow and blanket. ➤ Lower Client's head onto second pillow, wrap blanket around Client.
	<p>Moving Client with Blanket Out to Safety:</p> <ul style="list-style-type: none"> ➤ Both Rescuers each grasp a top corner of blanket, so Client's head is partially lifted off floor. ➤ Client may need to be pulled to an open area until there is space to approach from Client's head area of blanket. Step backwards keeping body straight, until into open space (hallway). ➤ Ensure room is vacated and mark door that room is evacuated, see Site Emergency Response Quick Reference Guide Codes. ➤ Rescuers turn and face forward, grasping corners, and walk Client to safety on other side of fire doors. ➤ One Rescuer may move Client depending on Client's weight, while second Rescuer may go to next room to prepare area, waiting to begin procedure until first Rescuer can assist. ➤ Ensure Client is comfortable and in a safe location (on other side of fire door).
<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>	