





SAFE WORK PROCEDURE		LATERAL SLIDE THREE OR MORE 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
<p>Potential Hazards:</p> <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 caregivers 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"> ➤ Transfer surfaces, adjustable bed/stretcher ➤ Large Tube Sliders or Slider Sheets ➤ Blanket (s) ➤ Transfer board (if available) ➤ Appropriate footwear for Caregivers ➤ Clothing that allows movement for Caregivers ➤ Routine Practices; Additional Precautions as assigned <p>Training:</p> <ul style="list-style-type: none"> ➤ Initial Orientation and regular review ➤ Training on use of sliders for repositioning <p>Resources:</p> <ul style="list-style-type: none"> ➤ Follow Manufacturer's Instructions for equipment ➤ SCHIPP.M1.001 Module 1 ➤ Video SCHIPP.RES.835 Lateral Transfers ➤ Video SCHIPP.RES.832 Lateral Transfer Three Or More Minimum Assist ➤ Video SCHIPP.RES.828 Fold and Unfold Slider for Positioning Two Minimum Assist 	
<p>Client Criteria and Supportive Information:</p> <ul style="list-style-type: none"> ➤ This is used for someone who is dependent for bed mobility and transfers or is not conscious to assist with transfer, (e.g. hospital bed to stretcher, stretcher to x-ray table, etc.) 			
<p>Steps to perform this task safely:</p> <p>Preparing for the Transfer:</p> <ul style="list-style-type: none"> ➤ See SCHIPP.M2.002 Guideline Preparation For Client Handling Tasks ➤ Clear obstacles and ensure that all equipment is accessible ➤ If time allows and Client is conscious, inform them of movement. Cross Client's arms over their chest. ➤ If there will be a gap between the surfaces use a plastic slider board or flannel to bridge the gap. ➤ If Client needs to maintain cervical immobility, a Caregiver would hold head neutral during preparation and movement. 			
		<p>Position Slider/Slider Board Under Client:</p> <p>Options:</p> <ol style="list-style-type: none"> 1. Rolling Client to Insert Slider/Transfer Board: <ul style="list-style-type: none"> ➤ Caregiver nearest the Client's head places hands on nearest shoulder, pelvis, and the second Caregiver nearest pelvis and knee. ➤ On count of three, together roll Client towards third Caregiver while shifting weight from back to front leg. ➤ Once Client is partially rolled, the third Caregiver on the opposite side of the bed maintains this position with hands on Client's shoulder and pelvis, while first and second Caregivers insert slider or one third of slider board from head to under knees. 	

	<p>2. Insert One Tube Slider By Pushing in From One Side:</p> <ul style="list-style-type: none"> ➤ Caregiver on one side pushes tube slider horizontally just over halfway under Client as able, shoulder to hip to approximately over half of Client's body. ➤ Caregivers on other side, partially roll Client, weight shifting forward and straighten out slider if required. <p>3. Unfold Slider Under Client:</p> <ul style="list-style-type: none"> ➤ Caregivers may also insert sliders under Client by unfolding it lengthwise (like photo), to avoid having to turn the Client, using slider sheets or tube slider. The slider can also be unfolded widthwise under Client's head/shoulders and hips, with the majority of the slider on the surface being transferred towards. ➤ Have two or three straps/blankets/towels placed in loops of top slider, even with Client's shoulder and hips. This will provide a hand hold for Caregivers to hold during movements to reduce over reaching. Place straps temporarily on Client. <p>Slider under Feet:</p> <ul style="list-style-type: none"> ➤ Another slider may be positioned under Client's heels and lower legs to slide without friction and reduce lifting.
	<p>Position Transfer Surfaces Together:</p> <ul style="list-style-type: none"> ➤ Lower side rails and put brakes on both surfaces. Both surfaces are level or starting surface slightly higher than receiving surface and at waist level of shortest Caregiver. ➤ Ensure all attached equipment (O², IV) is out of the way on receiving surface. ➤ If you have put one slider the length of Client, (option 3), you may place a rolled up blanket between surfaces to bridge the gap and a single slider sheet on the receiving surface, to decrease friction and make the movement smoother. ➤ If slider is positioned widthwise, (option 2), put excess slider over receiving surface.
	<p>Lateral Movement of Client:</p> <ul style="list-style-type: none"> ➤ Caregivers on both sides of the transfer surfaces, stand in a lunge position, elbows at sides, neutral spine. Two receiving Caregivers on side Client transferring towards and one Caregiver standing beside Client on opposite side. A fourth Caregiver may hold Client's feet and/or head. ➤ Receiving Caregiver(s) hold straps at shoulder/hip area wrist and thumbs straight, pull on straps/top layer slider, weight shifting from front leg to back leg. Sending Caregiver pushes Client at shoulder and hip area, weight shifting from back to front leg. Caregiver guiding feet or head, weight shifts towards receiving surface. Top receiving Caregiver should count, move together. ➤ Movement should go up to where the surfaces meet, then Caregivers reposition themselves, sending Caregiver stops pushing and other Caregivers repeat until Client is centered on the receiving surface. ➤ Remove board or sliders. 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>	