








SCHIPP.M5.003

SAFE WORK PROCEDURE		OVERHEAD LIFT 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
<p>Potential Hazards:</p> <ol style="list-style-type: none"> 1) If procedure not followed, there is a risk for awkward bending, reaching and over-extension, which can lead to a musculoskeletal injury. 2) Depending on the workload, 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 to supervisor.</p>		<p>Personal protective equipment / devices required / other safety considerations:</p> <ul style="list-style-type: none"> ➤ Overhead lift and Manufacturer specific sling: ensure in working order, battery charged and aware of operation of buttons/manual controls. ➤ Slider if required ➤ Side rail if indicated ➤ Appropriate Footwear for Caregivers ➤ Clothing that allows Caregivers movement ➤ Open back clothing for Client to assist with care needs ➤ 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 and or slings 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.848 Ceiling Lift Two Minimum Assist 	
<p>Client Criteria and Supportive Information:</p> <ul style="list-style-type: none"> ➤ May be uncooperative and may not follow instruction. ➤ May have poor arm, trunk and leg strength and may have limited ability to assist ➤ May have poor balance. ➤ May be unable to weight bear or factors may threaten the safety of a weight bearing assisted transfer ➤ Additional Caregivers may be required based on Client's assessment (e.g. weight, behavior, tone and/or pain). ➤ If lift is portable, ensure it is stored and moved using a cart. Apply to the track using manufacturer's wand. ➤ Do not lift unit off cart, make sure there is slack in strap by pulling up on strap while unit on cart. 			
<p>Steps to perform this task safely:</p>			
		<p>Set Up:</p> <ul style="list-style-type: none"> ➤ Position equipment (bed/chair) so there is enough room to move on both sides. ➤ Attach motor unit to track when there is slack on the motor unit strap. Ensure bed or chair is positioned under the track so that the strap on the lift will be in a straight vertical position when lifting or lowering Client. ➤ Apply brakes on chair and bed. Remove footrests. Lower side rails if needed. ➤ If possible, adjust bed to waist height of shorter Caregiver. 	



SCHIPP.M5.003

	<p>Apply Sling in Bed:</p> <ul style="list-style-type: none"> ➤ Ideally and to reduce Caregiver force, Client is positioned on a slider, use slider to roll and position sling or insert sling between slider to avoid rolling if more than minimal force is required. To manually roll a Client, Client should be able to help ➤ First Caregiver weight shifts forward, elbows at sides, roll Client at hip and shoulder onto side. Second Caregiver holds Client while first Caregiver places sling halfway under Client at tailbone up to shoulders. ➤ Repeat by rolling Client in opposite direction. Sling is straightened and centered. Leg straps are positioned as appropriate for Client, (looped through and crossed, or crossed if want opening to close up when lifted).
	<p>Position Lift and Attach Sling:</p> <ul style="list-style-type: none"> ➤ Consider raising head of bed so Client can see what is occurring, head is supported and it makes the straps and hanger bar closer, so it easier to attach. ➤ Position hanger bar over Client's trunk. ➤ Attach sling to hanger bar as per care plan, with loops securely positioned in holders. Attach loops on one side at a time to avoid the unit from coming in contact with Client. Keep straps and sling wrinkle free and same loops on both sides. ➤ Ask Client to cross their arms, support Client's head if required and ensure that leg straps do not pull up on Client. Ensure any equipment (pump/tube etc.) attached to Client is moved to receiving surface with the lift during the transfer.
	<p>Lift Client and Move Along Track to Destination:</p> <ul style="list-style-type: none"> ➤ Raise lift, once there is tension on loop straps, re-check, to ensure they are secure in base of holder and all the sling loops correspond on both sides. ➤ Raise Client/lower bed to clear buttocks and heels if possible. Put a slider under feet if difficult to lift legs, so they slide across bed and guide legs off bed. ➤ Both Caregivers guide Client along track to receiving surface. ➤ Position receiving surface under lift to avoid strap being on an angle with front of chair seat behind Client's legs, apply brakes.
	<p>Lower Client with Lift:</p> <ul style="list-style-type: none"> ➤ When lowering to chair it may tip back, this corrects when Client comes close to seat. Lower Client until straps can be removed without difficulty. Keep hanger bar away from Client's head by moving wheelchair back. If a tilt chair used, put in tilt. ➤ Caregivers may guide Client at front and back of chair by pushing on leg straps or just below knees on shins and at Client's hips standing in a lunge position with elbows in. They may also guide from each side at hips to back of chair.
	<p>Comfort and Positioning:</p> <ul style="list-style-type: none"> ➤ If not positioned well, raise Client reposition again centered and at the back of the chair. Remove loops from hanger bar. Remove sling if appropriate. ➤ Ensure Client is comfortable and safely positioned. ➤ Reverse procedure if lift is from wheelchair to bed.

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.
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. **Note:** this task will be monitored periodically to ensure compliance and safety