



<p>Team Name: Safe Client Handling and Injury Prevention Program Team</p> <p>Team Lead: Regional Director, Staff Development, Infection Prevention and Control</p> <p>Approved by: VP - Planning, Innovation, Quality Safety and Risk</p>	<p>Reference Number: CLI.4110.PL.003</p> <p>Program Area: Across Care Areas</p> <p>Policy Section: General</p>
<p>Issue Date: July 8, 2016</p> <p>Review Date:</p> <p>Revision Date: May 15, 2017</p>	<p>Subject: Safe Client Handling and Injury Prevention Program (SCHIPP)</p>

POLICY SUBJECT:

Safe Client Handling and Injury Prevention Program (SCHIPP)

PURPOSE:

Southern Health–Santé Sud is committed to providing a safe and healthy working environment for all healthcare workers (HCW) and patients/residents and Clients. Southern Health–Santé Sud will demonstrate its commitment by providing financial, physical and human resources to reduce hazards and encourage safe and healthy work practices during Client handling. The Region will promote a culture of safety and shared responsibility for a minimal lift environment that includes safe Client handling and movement among all health care workers (HCW). The goal is to develop policies and safe work procedures to address the work-related risk associated with patient/Client handling and movement tasks. In response to the significant body of evidence that documents the relationship between manual Client handling and musculoskeletal injuries to Caregivers, Southern Health-Santé Sud has adopted a Safe Client Handling and Injury Prevention Program. All Caregivers shall adhere to this policy, which is intended to eliminate unsafe manual handling practices and reduce Caregiver injuries within our healthcare environment. Southern Health–Santé Sud will ensure HCW uses consistent safe handling and movement techniques through a regional auditing process.

BOARD POLICY REFERENCE:

Executive Limitation (EL-2) Treatment of Clients
 Executive Limitation (EL-3) Treatment of Staff
 Executive Limitation (EL-7) Corporate Risk

POLICY:

All employees are to understand their roles and responsibilities with respect to Safe Client Handling and Injury Prevention Program. The management of safe client handling and injury prevention enhances Client safety and reduces the possibility of serious harm to the Client and the health care worker:

- Southern Health-Santé Sud recognizes the need for Clients to maintain their maximum level of functional independence and to this end is committed to providing Caregivers the tools required to facilitate Client handling tasks in the safest manner possible while respecting independence.
- Standardized forms are used in documentation in accordance with the SCHIP program to assess, document and communicate Client’s abilities in regards to transfers, lifts, positioning and functional mobility.

- Standardized safe work procedures are established in accordance with Workplace Safety and Health Legislation, (*Part 39 Health Care Facilities*). Non-compliance with training methods will indicate a need for retraining and possible performance follow up by employee's supervisor. Monitoring the effectiveness of control measures, by completing routine audits.
- Standardized equipment is identified and needs to be available for employees to perform safe handling tasks.
- Documentation of training will be kept in QHR and employee personnel files.
- An internal auditing system to check on workers ability to use equipment appropriately and use good body mechanics involved in handling tasks and ensure program effectiveness and support that is monitored by the facilities Workplace Safety and Health Committee.
- SCHIPP is part of Southern Health–Santé Suds' compliance with the Workplace Safety and Health Act and Regulations. All parts of it apply to SCHIPP.

DEFINITIONS:

Caregiver: Staff trained to provide direct care to Clients including nurses, health care aides, home care attendants, recreation staff, rehabilitation aids, medical staff, and rehabilitation professionals.

Client: Refers to patients, residents, or Clients who receive health care in a variety of health care settings.

Culture of Safety: Caregivers perform their duties in a way which considers the Client's safety and other staff and their own personal safety at all times. Believing safety is a priority, knowing how to be safe and practicing safety.

Healthcare Workers (HCW): Includes all employees of Southern Health-Santé Sud, volunteers, students, researchers, physicians and contracted individuals.

Lifting Aids/Equipment and Devices: A lift is a procedure used to carry the weight of a Client and is accomplished through use of mechanical aids such as sit-to-stand lifts, floor lifts and ceiling lifts. Additional equipment may be a friction reducing device, such as a slider that decreases friction during a Client handling repositioning task. Transfer belts are a guiding tool to assist with transfers. Mobility aids are devices that assist a Client to walk and or transfer safely, (walkers, wheelchairs). Assistive transfer devices can be used to help with transfers, such as grab bars and transfer poles.

Minimal Lift Environment / Minimal Exertion: Refers to a low level of non-straining effort applied by Caregivers using correct body mechanics in a handling task. This has been defined in N.I.O.S.H literature as 35 lbs or 16 kg of force/weight being handled in a Client care situation or 51 lb/23 kg weight lifted in material handling tasks. This may be subjectively measured if strain is felt by the Caregiver while performing a handling task.

Musculoskeletal Injury (MSI): Any injury to the bones, joints, muscles, nerves and ligaments is called a musculoskeletal injury. It may include strains, sprains, fractures or dislocations.

Safe Client Handling Task (and Movement): Any procedure involving Caregiver assistance to move a Client. This encompasses all transfer, lift, repositioning and mobility tasks and should not require more than minimal exertion applied by the Caregiver. If more force is required, additional Caregiver assistance or mechanical aids should be used for the task.

S.A.F.E. Transfer Ability: Refers to the parameters a Caregiver considers prior to assisting a Client to stand and move. They are **S**it Unsupported, **A**rm and Leg strength, **F**ollows Instruction, **E**nergy Level to move safely. See *SCHIPP.M2.007 Transfer and Mobility Assessment*.

Transfer and Mobility Assessment: Nursing uses this tool to assess (with the assist of other Caregivers), to determine a Client's ability to transfer, move in bed and ability to move in their environment. Bed side logs, and

care plans are based on the Transfer and Mobility Assessment and SCHIPP Algorithms, so that Caregivers have direction on how a Client moves. See *SCHIPP.M2.007 Transfer and Mobility Assessment*.

IMPORTANT POINTS TO CONSIDER:

The Safe Client Handling and Injury Prevention Manual will be reviewed on an ongoing basis to maintain current safe client handling techniques and comply with Workplace Safety and Health Act and Regulation.

PROCEDURE:

All facilities and programs shall promote a minimal lift environment by following the safe work procedures outlined in the Safe Client Handling and Injury Prevention Program on the site.

EQUIPMENT/SUPPLIES:

SCHIPP Standardized Equipment List

REFERENCES:

Manitoba Workplace Safety and Health Division, Manitoba Workplace Safety and Health Act and Regulations
(Includes January 2006 Amendment)

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