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| **cnro logo-final copyCommunity Nursing Registry of Ottawa**  **Health and Safety Policies and Procedures** | | | | | | |
| **Section E: Safe Operating Procedures** | | **E.12 Safe Lifts, transfers and Manual Carries** | | | | |
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| **Training and Competency** | * Orientation and onboarding |
| **Potential Hazards** | * Patients * Patient supplies and portable equipment * Office supplies * Miscellaneous boxes and storage items * Office equipment |
| **Injury Potential** | * Musculoskeletal Injuries * Lacerations * Contusions * Fractures * Concussion |
| **Applicability** | * Client homes and facilities * CNRO office |
| **PPE** | * Well-fitting footwear for stability |
| **Frequency of Check**  **Pre-use Checklist** | * Pre-use check of patient lifts * Ongoing inspection is required to ensure safety |
| **Safety Precautions** | * Assess the weight of the patient or item and get help when lifting heavy patients/items * Avoid long reaches when lifting or transferring * Avoid twisting movements when lifting/repositioning patients or carrying other items. * Use good posture when lifting * Be mindful of foot position and body alignment before lifting. * Raise/lower the bed or stretcher to a comfortable height to avoid reaching or bending when repositioning patients * Use transfer aids whenever possible. * Report safety concerns and missing /broken equipment to the RN Coordinators |
| **In the Event of Injury** | * Administer first aid * Seek medical attention * Report to RN Coordinator |