

SAFE PATIENT HANDLING POLICY

POLICY OBJECTIVES

- Increase the quality of care
- Perform safe and comfortable mechanical lifts and/or transfers of patients
- Employ appropriate equipment for the repositioning of patients
- Reduce the frequency of manual lifting, transferring and repositioning
- Reduce and prevent caregiver work-related injuries.
- Reduce lost work time hours related to staff injury and/or fatigue



ROLES AND RESPONSIBILITIES

EMPLOYEES

- Use lift/transfer devices and methods for all patient/resident lifts and transfers.
- Licensed professionals shall assess the patients to determine the appropriate lift and transfer equipment and methods.
- Unlicensed assistive staff can only lift, transfer or reposition a patient/resident after the assessment has been completed and documented.
- SPH competency training is required of all staff involved in patient handling.
- All employees are required to report all employee or resident incidents and injuries to the human resources department.

MANAGEMENT

- Support the implementation of the SPH policy and promote a culture rewarding its use.
- Furnish sufficient lifting and repositioning equipment and devices.
- Make equipment accessible and have it properly maintained.
- Ensure there is appropriate patient assessments and documentation of the assessments.
- Ensure staff compliance with SPH policy and procedures.
- Ensure that staff competency requirements are met.
- Ensure the proper reporting of all injuries and incidents.



CARE AND MANAGEMENT PROTOCOL

Patient:

- Perform patient transfer/repositioning as documented in care plan.

Lift/Transfer Equipment:

- When not in use, park all equipment in designated area.
- When not in use, plug in lifts for recharging.
- Ensure appropriate slings are available in the area where the lift is parked.

Slings:

- Employ the appropriate sling for the lift/repositioning being performed.
- Place all soiled slings in designated laundry bag/hamper.

Infection Control:

- Use a barrier between the patient's skin and sling.
- Spot clean slings with minor soilage using an approved disinfectant wipe.
- Use a single dedicated sling for a patient/resident with a communicable illness or multi resistant organism.
- Launder dedicated slings after discontinuation or discharge.
- Wipe down all framework/hardware prior to employing a lift with another patient/resident using approved disinfectant wipes.

SAFETY PROTOCOL

Assess all equipment prior to us.

- Note integrity and functionality.
- Remove and tag any broken equipment.
- Report to a supervisor any non functioning or broken equipment.

Inspect Slings.

- Do not use any soiled slings.
- Note signs of wear and tear.
- Remove any damaged slings and tag for removal.
- Return to your supervisor any damaged or defective slings.

SAFE PATIENT HANDLING COMMITTEE

- Conduct initial and annual assessments of the facilities safe patient handling needs.
- Set criteria for evaluation patients.
- Make recommendations for the purchase of equipment.
- Provide initial and on-going yearly competency training and education.
- Ensure equipment is set up and used properly.
- Establish an investigations process for incident/accidents related to patient handling.
- Lead in the implementation of SPH policies and procedures.

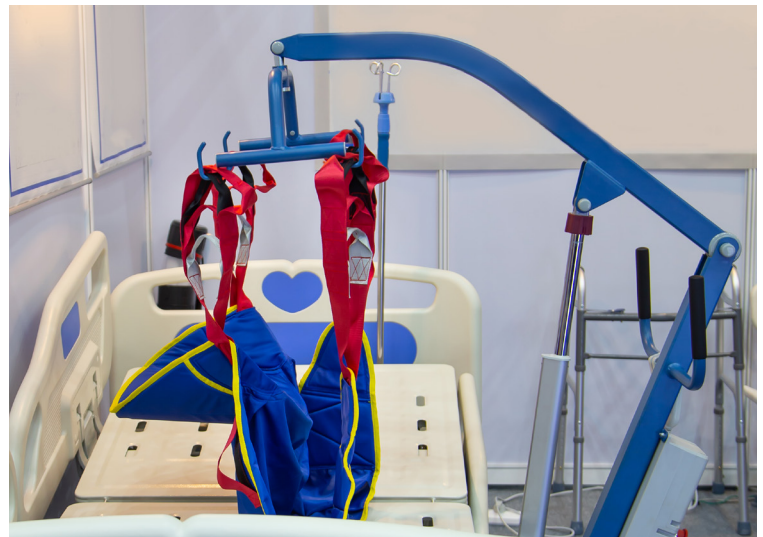
SAFE PATIENT HANDLING PROTOCOLS

GUIDELINES TO ENSURE SUCCESS

PATIENT ASSESSMENT PROTOCOL

A licensed professional shall:

- Complete patient assessment
 - ▶ Upon admission
 - ▶ When there is a change in patient status
 - ▶ On a quarterly basis
- Use lift/transfer assessment tool
- Document patient/resident lift transfer procedure on the patient care plan.



A direct caregiver shall consider their own ability, the environment and patient's status prior to any lift/transfer/repositioning.

- If there is no change in status, follow the care plan lift/transfer/repositioning recommendation.
- If there appears to be a change in status:
 - ▶ Notify a licensed professional
 - ▶ Employ any new level of lift/transfer/repositioning directive.

Refer to the Decision Tree when changing patient lift status

Full Mechanical Assist Dependent	↑	Dependent
Sit/Stand Mechanical Assist	↑	Extensive Assistance
Transfer/Gait Belt	↑	Supervision/Limited Assistance
No Lift Equipment	↑	Independent



COMPLICATIONS AND REPORTABLE INCIDENTS PROTOCOL

- Employees must report all damaged equipment to manager/supervisor.
- Manager/supervisor must report all reports of damaged equipment to SPH Committee.
- Employees must report all damaged slings to manager/supervisor.
- Manager/supervisor must report all reports of damaged slings to SPH Committee.
- Employees must report all employee incidents and injuries to manager/supervisor.
- Manager must report any SPH incidents/injuries immediately to Human Resources.
- Employees must report any patient SPH incidents/injuries to manager/supervisor.
- Manager/supervisor must report all patient incidents/injuries to SPH Committee.

COMPLIANCE

- Ensure staff understand and participate in the Safe Patient Handling Program.
- Make sure staff are aware of the activities of the SPH Committee.
- Ensure supervisors enforce the use of all SPH policies and protocols.
- Daily compliance with the SPH policies and procedures is the responsibility of each staff member.
- The SPH Committee shall review all injury/incident reports to continually adjust the SPH Program as needed.
- The employer shall not take any retaliatory action against any nurse or caregiver for raising concerns or issues related to safe patient handling, filing a complaint or refusing to engage in safe patient handling practice if they believe in good faith that it will result in injury to either the employee or the resident/patient.
- The SPH Committee should conduct a “Gap Analysis” or similar review annually to determine where the SPH program can be improved.