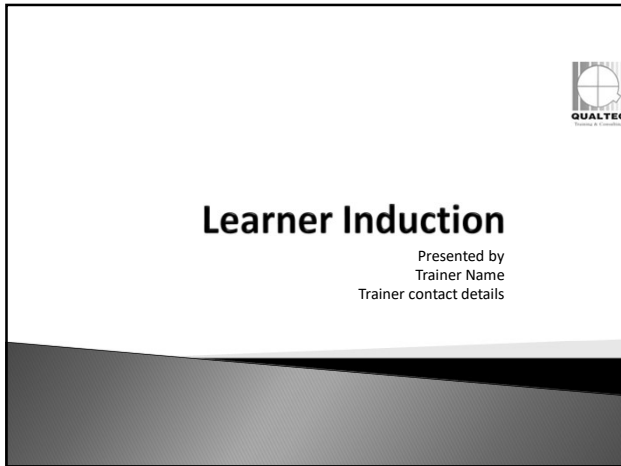
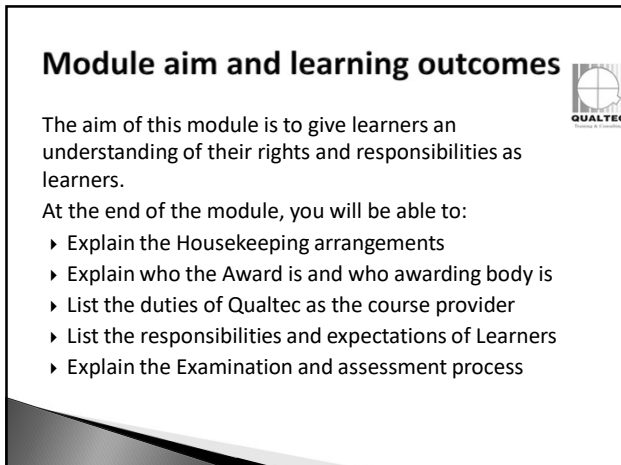


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2



3

Basic Housekeeping Rules



- ▶ **Phones:** Please keeping on silent and leaving meeting if necessary
- ▶ **Health & Safety:** Leave immediately using fire exits and go to assembly point
- ▶ **Schedule and breaks:** Course times are 9.30 to 3.30. Breaks at 11am and 1pm
- ▶ **Participation:** Participation is expected, and questions used to check progress
- ▶ **Student queries:** Ask anytime. Use the chat box as well.
- ▶ **Technical problems:** Text trainer/ assistant trainer on number provided

4

Awards



- ▶ State the Award
- ▶ Explain who QQ/PHECC are
- ▶ Introduce Qualtec as the QQI/ PHECC Recognised Institution
- ▶ Explain your relationship with Qualtec

5

Learning Agreement: Course Provider



- ▶ Protect your personal Data
- ▶ Treat all learners equally, fairly and with dignity and respect and recognise diversity
- ▶ Provide a safe learning environment
- ▶ Start courses and finish courses on time and inform you as early as possible on any schedule changes.
- ▶ Provide you with course notes/resources so that you can complete the course successfully.
- ▶ Assess you fairly in accordance with our Assessment Policy and Procedure.
- ▶ You can appeal results or complain about any aspect in accordance

6

Learning Agreement: Learners



- ▶ Attend all training sessions punctually unless agreed otherwise with the trainer.
- ▶ Treat learners equally, fairly and with dignity and respect and recognise diversity.
- ▶ Contribute and participate constructively in the training sessions.
- ▶ Submit any assignments and complete and course work within the deadline unless agreed otherwise with the trainer.
- ▶ Ensure that any assignments and course work are your own and confirm this on your assignment.
- ▶ Comply with the course Examination rules.
- ▶ Abide by any fair disciplinary actions set by the trainer and/or Qualtec.

7

Assignments, Assessments & Examination



- ▶ Assignments: Briefs and templates, format and submission date
- ▶ Assessment: Schedule, Set up requirements and marking criteria
- ▶ Examination: Schedule, Set up and rules.

8

Course Aim

The aim of this course is to provide you with the Knowledge, skills and attitude to be able to move people correctly

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Road map

- What, Why?
- Legislative requirements
- Biomechanics
- Ergonomic principles and Risk Assessment
- Mechanical equipment
- Fitness & Flexibility
- Nutrition
- Principles of safe moving
- Skills demonstration
- Assessments

10

Unit 1 Introduction

The aim of this module is to provide you with an understanding of what manual handling is and why it is important.

At the end of this module you will be able to:

- Explain what manual handling is
- List common manual handling injuries
- List the consequences of manual handling injuries
- Explain why manual handling is important
- State the % of injuries due to manual handling

11

People Handling

The manual handling / moving and handling of people

Examples?



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What are the implications of back injury?



13

Adverse Incidents

- All accidents, incidents, near misses must be reported, and managed in accordance with the HSE
- Incident Management Framework, 2018.
- Use National Incident Report Form (NIRF)

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Managing Manual Handling



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Safety Health & Welfare at Work



Duty of the employer

- Safe Place of Work
- Safe Access & Egress
- Safe Systems of Work
- Safe Plant and machinery
- Provide PPE (Examples?)
- Training (Task specific MH)
- Risk Assessment (MH)
- Supervision

Duties of the employee

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Principles of Prevention

- Avoidance of risks
- Evaluation of unavoidable risks
- Combating of risks at source
- Adaptation of work to the individual
- Adapt to technical progress
- Replacement of dangerous articles, systems of work
- Develop prevention policy
- Training and instruction
- PPE



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Manual Handling Regulations 2007

- Assess the risk
- Avoid need for manual handling
 - Eliminate
 - Automate
 - Mechanise
- Reduce Risk



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People Handling Risk Assessment

On completion of this module you will be able to:

- Explain what Risk Assessment and ergonomics are
- Explain the people handling risk assessment process
- Identify issues which may impact on the process,
- Describe a range of controls to avoid and reduce the risk of injury

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Explanations

What is Risk Assessment?

Hazard/ Risk Factors

Controls

What Ergonomics is

Changing work to reduce the strain on workers


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Risk Assessment Process


- Step 1 Observe and describe the process
- Step 2 Collect data
- Step 3 Identify risk factors
- Step 4 Develop solutions
- Step 5 Review


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Risk Factors

 **Task** (What movements and body postures put pressure on the back?)

 **Individual** (what characteristics of a person make them more at risk?)

 **Load** (What characteristics of the load increase the risk?)

 **Environment** (What aspects of the environment will increase the risk?)

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Task

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Individual (You!)

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Load (Service users)

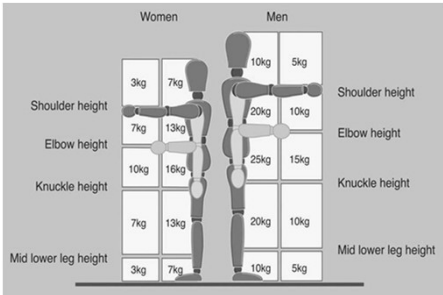
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Protocols and Procedures that impact on PH Risk Assessment

- Balanced decision making,
- Infection control,
- Challenging behaviour,
- Critical medical emergencies,
- Complex clinical issues,
- Human rights,
- Fluctuating mobility level of the person

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Lifting Guidelines



5/16/2022

27

27

Environment

28

Patient Falls in confined space



29

Full Body Lift Case Study



30

Patient Non Weightbearing in cast



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Completing the PH RA Form

- Independent: If the service user is independent in all tasks
- Weight: Record the service users weight in kgs, BMI
- Medication: Note any medication which affects mobility
- Comprehension / Communication / Behaviour Is the service user able to understand simple verbal instructions from carers
- Falls Risk Identification : Note any history of falling
- Environmental Constraints : Is there enough space etc?
- Carer's ability / experience: Is specialised care required?
- Current mobility: Can service user mobilise independently?
- Physical limitations? Note Any paralyses, eyesight impairment

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Avoid/ Reduce?



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Completing the Handling Plan

- People Handling Risk Level: Tick H,M,L for service user
- Special Considerations : Note any i.e. poor eyesight, deaf etc
- Activities : Note most common i.e. Lying to sitting etc.
- If not independent, indicate how many carers are required
- Equipment: Note type of equipment required e.g. hoist etc
- Service User Action: Can the service user complete the task with equipment? E.g. walk with a walking frame, hoist etc
- Transport : Note appropriate method of transport off ward

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Recap

- What is risk assessment?
- What is ergonomics?
- What does T.I.L.E stand for?
- What are the issues that may impact on the process?

35

Unit 6 Mechanical Equipment

The aim of this module is to provide you with an awareness of the mechanical equipment available in the organisation.

At the end of this module learners will be able to:

- List the mechanical equipment available
- State the rules of using mechanical equipment

36

Patient Handling Equipment

What is Patient Handling equipment is

Equipment used to avoid or reduce patient handling?

Examples?

Why (benefits)?

How?

Based on Risk Assessment by competent persons

Ensure that it is the correct one fore the job

Inspected & maintained

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Trolleys

Hazards/ Risk Factors

Controls/ Solutions

Click to add text



38

Hoists

Hazards/Risk factors

Controls/ Solutions



39

Profile beds

Hazards/ Risk Factors

Controls/ Solutions



40

Sliding Sheets

Hazards/ Risk Factors

Controls/ Solutions



41

PAT Slide

Hazards/ Risk Factors

Controls/ Solutions



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Recap

- What equipment do we have available?
- What are the benefits of mechanical equipment (ME)?
- What are employees responsibilities in relation to ME?

43

Infection Control



On completion of this module you will be able to:

- Explain what Infection Control is
- Explain why Infection Control is important
- List common microorganisms
- Explain what standard precautions are
- Explain what hand hygiene is
- List the steps to washing hands
- Explain why PPE is and why it is important
- List the steps to donning and doffing PPE

44

Infection Prevention & Control

What is Infection prevention and control?

- Infection prevention and control (IPC) is a scientific approach and practical solution designed to prevent harm caused by infection

Why?

- To protect patients & ourselves from infection and cross contamination

45

Principles of infection control



- Wash your hands before touching a wound, blood/body fluids.
- Avoid direct contact with wounds and fluids
- Cover your mouth/nose during any treatment of patient with an infection
- If splashed with fluids wash thoroughly & seek medical advice.
- Wash any contaminated clothes thoroughly with bleach.
- Dispose of gloves, bandages, dressing safely.
- Wash used instruments, such as scissors with warm water.

46

Standard Precautions:



What are Standard Precautions?

These precautions apply to the care of all patients regardless of their diagnosis or presumed infection status.

Why?

1 in 10 patients have some sort of infection.

Transmission based precautions

TBPs are extra precautions and are categorised according to the route of transmission of the infectious agent such as contact, airborne and droplet.

<https://www.hpsc.ie/a-z/microbiology/antimicrobialresistance/infectioncontrolandhai/standardprecautions/File,600.en.pdf>

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Effectiveness of Hand Hygiene



- Hand hygiene is the simplest, most effective measure for preventing infections



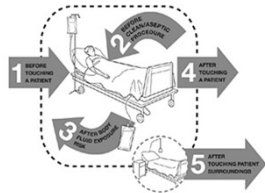
Hand Hygiene Products

- Soap with water can physically remove a certain level of microbes
- However, antiseptic agents are necessary to kill microorganisms
- Alcohol-based preparations have more rapid action than products containing other antiseptics
- Must use approved products

https://wwwnc.cdc.gov/eid/article/7/2/70-0234_article

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When is hand hygiene
is required?



<https://www.who.int/gpsc/5may/background/5moments/en/>

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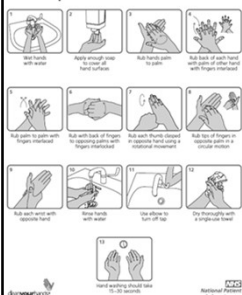
Demonstrate an effective hand
hygiene technique and use of Hand
Gel.



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Hand-washing technique
with soap and water

NHS



<https://www.hey.nhs.uk/patient-leaflet/hand-hygiene-information/>

51

Personal Protective Protection (PPE)



Types?



PPE used is based on risk assessment on type of activity

PPE is generally single use only.

https://fastlife hacks.com/n95-vs-ffp/#N95_vs_FFP3_FFP2

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How to put on and take off PPE



Donning

1. Decontaminate hands
2. Put on disposable apron/gown
3. Put on mask (Fit check)
4. Put on goggles if required
5. Put on gloves

Doffing

- Remove Gloves
- Decontaminate Hands
- Remove goggles
- Remove apron/ gown (Avoid touching front)
- Remove mask
- Discard all mask etc as healthcare risk waste
- Decontaminate Hands

54

Covid 19



What is Covid 19?

COVID-19 is a new illness that can affect your lungs and airways. It's caused by a virus called coronavirus.

Signs & symptoms

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PHECC Guidelines for Covid 19 PPE



PPE should match the route of transmission	When to use in a patient being treated as COVID	Recommended PPE
Contact precautions	> 2m away from patient	Hand hygiene Gloves Apron
Droplet precautions	Within 2m of patient	Hand hygiene Gloves Apron Surgical facemask +/- Eye protection* (risk assess)

*Eye protection may be goggles or a visor. Personal spectacles are insufficient.

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Removing contaminated gloves



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Surgical masks during Covid-19



- Wearing masks reduce the risk of droplet transmission of infection for workers and others
- Surgical masks should be worn by healthcare workers when providing care to patients within 2m of a patient, regardless of the COVID-19 status of the patient
- Surgical masks should be worn by all healthcare workers for all encounters of with colleagues in the workplace closer than 2m and >15 mins

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Recap



- What is Infection Control?
- Why is hand hygiene important?
- What are the different types of PPE.
- What are the steps to Donning and Doffing PPE.
- What is the rationale for preventing self-contamination when removing PPE?
- Why is hand hygiene required after removing PPE?
- Why so gloves do not replace the need for hand hygiene.

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Unit 10 Safe People Moving

The aim of this module is to provide you with a set of principles for safe moving of people

On completion of this module you will be able to:

- Push and pull a load correctly.
- Sit up
- Turn
- Stand up
- Walk & Sit down
- Roll & Slide a patient correctly

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Principles of Manual Handling

- Assess- TILE
- Stand close to load
- Broad Stable Base, feet in direction of travel
- Look forward to align spine
- Bend Knees
- Firm Palm grip/ Arms in line with trunk
- Move smoothly using the power the legs



61

People Moving

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Demonstration of ski sheets

<https://www.facebook.com/Qualtec/videos/1418974851556704>

63

Planning and design of People Handling Training

The aim of this module is to provide you with the skills to plan and develop an effective training session

At the end of this module you will be able to:

- Set clear aims and learning outcomes
- Develop a lesson plan
- Develop a course

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Aim

What?

- Statement of the overall activity the learners will be able to perform.

How?

The aim of this session is to provide you with the knowledge, skills and attitude to.....

Why?

Give an overall direction and focus for the course

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Time	Topic	Responsibility of trainers	Responsibility of Hospital
7.30-8.00	Trainer arrives	Room set up, projector, laptop, leads	Provide access
8.00	Arrival of students	Supervise social distancing Check pre screening	Provide room with Training room with enough space, flipchart, pens Set up room as required with chairs for 4 persons 2 m apart
8.00-10.30	Learners complete Manual Handling theory	Deliver course and assess students	Provide disinfected, bed, hoist sliding sheets, sling (*2) PPE (gloves, face mask, aprons) Set up Donning/duffing station
10.45-11.00	Arrival of students and PPE/ Donning	Supervise Donning of PPE	Provide adequate PPE
11.00-13.30	Delivery of Patient Handling practise	Supervise social distancing	Adhere to standard precautions
13.30-13.45	Doffing of PPE	Supervise Duffing of PPE	Provide clinical waste bags and dispose of PPE

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10-15 mins	Introduction to PM	Explain the basic principles of how the principles apply to PM	Whiteboard
10-15 mins	Weight transfer	Get students into a circle and get them to practise weight transfer	
15- 20 mins	Pushing/pulling	Demonstrate how to apply the principles of MH to push/pull Get students to practice. Observe and assess	Bed
15- 20 mins	Sitting up a Client	Demonstrate how to apply the principles of MH to sitting up Get students to practice. Observe and assess	Bed
15- 20 mins	Turning a Client	Demonstrate how to apply the principles of MH to standing Get students to practice. Observe and assess	Bed
15- 20 mins	Standing & Sitting	Demonstrate how to apply the principles of MH to standing & sitting Get students to practice. Observe and assess	Bed
15- 20 mins	Walking	Demonstrate how to apply the principles of MH to walking Get students to practice. Observe and assess	Bed
15- 20 mins	Fallen patient	Demonstrate how to apply the principles of MH to dealing with a fallen patient. Get students to practice. Observe and assess	Bed
15- 20 mins	Rolling	Demonstrate how to apply the principles of MH to Sitting up Get students to practice. Observe and assess	Bed
15- 20 mins	Sliding	Demonstrate how to apply the principles of MH to sliding Get students to practice. Observe and assess	Sliding sheets
15- 20 mins	Holst	Demonstrate how to apply the principles of MH to using a holst Get students to practice. Observe and assess	Holst, sling
15- 20 mins	Turntable/ Bananna Board	Demonstrate how to apply the principles of MH to using turntables/ Bananna Boards. Get students to practice. Observe and assess	Turntable/ Bananna Board
15- 20 mins	PAT Slide	Demonstrate how to apply the principles of MH to using a PAT Slide Get students to practice. Observe and assess	PAT Slide

67

Review

- Course aim?
- Learning outcomes?
- Principles of course content?
- Course structure?

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Bibliography and Further Reading

- HOP 6 (2011) Guide to the Handling of People, 6th Edition, Backcare
- HSA (2005) Guidance on the Management of Manual Handling in the Workplace
- HSA (2007) Guide to the Safety, Health and Welfare at Work (General Application) Regulations 2007
- Guidance on the Management of Manual Handling in Healthcare
- Health and Safety Executive (2007) Risk assessment and process planning for bariatric patient handling pathways, Loughborough University
- Health and Safety Executive (2003), the Principles of Good Manual Handling: Achieving a Consensus (2016)
- Policy on Statutory Occupational Safety and Health Training, 2016
- Safety, Health and Welfare at Work Act, 2005 (S.I. No. 10 of 2005)
- Safety, Health and Welfare at Work Act (General Application) Regulations, 2007 (S.I. No. 299 of 2007)
- Safety, Health and Welfare at Work (General Application) (Amendment) (No. 3) Regulations 2016 (S.I. No. 370 of 2016).

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