

**COMMUNITY HOSPITAL-FAIRFAX
FAIRFAX, MISSOURI**

CLASSIFICATION: ADMINISTRATION

ORINATION DATE: 12/11

DEPARTMENT: HOSPITAL-WIDE

REVISED EFF DATE:

**SUBJECT: SAFE PATIENT HANDLING
AND MOVEMENT**

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PURPOSE: To provide a guide for a safe working environment for the safe lifting and movement of patients, and to comply with Missouri Regulation 19CSR 30-20.097 Safe Patient Handling and Movement in Hospitals.

POLICY:

- Patients are to be assessed for their ability to move without assistance.
- Lifting and movement equipment is to be used when the employee conducting the patient movement bears greater than 35 lbs. of the patient's weight (NIOSH recommended limit). Medical emergencies or life threatening situations are the exceptions.
- Employees whose job involves patient movement and lifting will receive training in transfer and lifting techniques, and proper use of movement equipment.
- All employees will receive lifting and back safety instruction during general orientation, and annually on Care Learning Training Module.

DEFINITIONS:

SPHM: Safe Patient and Handling and Movement

Employee: For training purposes (Employees whose job involves moving and lifting patients).

Trainer: A direct care employee(s) who functions as a super-user of patient movement equipment and process at a department unit level. They provide education, coaching, and skill validation to direct care employees in the use of equipment and principles of the SPHM Program. Training documentation will be filed in the individual employee's HR file.

PROCEDURE:

A. Patient Assessment

1. Upon admission and on an on-going basis, all incoming patient's mobility needs are assessed by the nurse or staff in the department providing patient service. Both mental cognition and physical abilities are assessed. The type of transfer device needed and the amount of physical assistance required will be determined and communicated through a report, and the patient plan of care.

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2. Appropriate equipment to use will be determined for each Individual during assessment.
3. A patient who has fallen to the floor must be assessed by a physician, NP, or registered nurse prior to moving after a fall. Appropriate equipment is to be used if necessary.

B. Types of Equipment and Location

1. E-Z Lift: Typically used to assist in the transfer of patients that cannot bear weight bilaterally. This lift will accommodate patients up to 500 pounds. Location: clean work room med-surg
2. Sit to Stand Lift is to be used when the patient can only minimally assist with standing, bear weight on at least one extremity, and follow simple directions. The EZ Stands will accommodate patients up to 500 pounds. Location: clean work room med-surg
3. Hover Matt is to be used for patients requiring assistance in a lateral position such as from bed to stretcher. May also be used in turning and moving patient up in bed. Location: ER trauma room clean work room
4. Slide Board or Roller Board are to be used in lateral transfer of patients. Location: ER clean storage; OR outside OR room
5. EZ Bariatric Lift is a versatile lift which can go to the floor and get a patient in and out of a vehicle. It will lift up to 1000 pounds. Location: clean work room med-surg
6. Bariatric Bed with attached assistive device for movement in Bed. It will lift up to 1000 pounds. Location: maintenance work shop

C. Infection Control

1. SPHM Equipment must be cleaned and disinfected with a hospital approved disinfectant when soiled, and in between patients.
2. SPHM equipment must be cleaned thoroughly when removed from an isolation room.

D. Training, Skill Competency, and Compliance

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1. Employees are required to complete appropriate training, use of lifting devices and equipment, and follow all provisions of this policy.
 - a. Attend training on proper patient movement and lifting techniques during orientation.
 - b. Perform skill validation on use of applicable equipment annually.
 - c. Demonstrate proper SPHM lifting techniques on a daily basis when working.
2. Employees are expected to support and comply with SPHM principles and practices. Failure to comply may result in the disciplinary process.
3. Summary of proper equipment use located on Community Hospital-Fairfax Intra Web in policies and procedures & Trainers Safety Manual.

E. Patient Education

1. Patients and family members receive an overview of the hospital's SPHM process if the patient is identified as needing a SPHM plan.
2. Patients are to be instructed on the equipment and techniques used with them prior to implementation.
3. Information will be included in the directory in each patient room.

F. Evaluation

1. The SPHM Program is evaluated at each meeting. Specific cases are addressed, new equipment identified and trialed, programs planned, etc.
2. Program changes, equipment additions or deletions will be included in the annual Disaster Preparedness and Safety Report.

See Attachment- Committee Function and Responsibility
Assessment guidelines
Education material

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Approved By: Emergency Preparedness and Safety Committee

Date: 3/12

Reviewed: _____ 2012 _____ 2013 _____ 2014 _____ 2015

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