

SWP-SPH-LIFT BATH TROLLEY

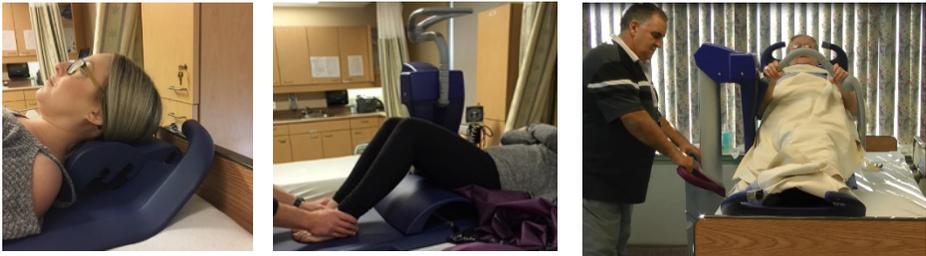


Description of Task: Use of a lift bath trolley		Department/Unit: All patient care areas	
Position/Job: 2 or more Healthcare Workers (HCW)		Department/Unit: All patient care areas	
Potential Hazards		Personal Protective Equipment Required	
Risk for Injury (check all that apply)		Specify Type, Manufacturer, Model	
<input checked="" type="checkbox"/>	Biological (puncture/spill/splash/exposure)	<input type="checkbox"/>	Head Protection:
<input checked="" type="checkbox"/>	Caught In/Under/Between Wall, Equipment	<input type="checkbox"/>	Eye Protection:
<input type="checkbox"/>	Chemical/Hazardous Substance/Medication	<input type="checkbox"/>	Hearing Protection:
<input type="checkbox"/>	Contact with Hot/Cold Object/Substance	<input type="checkbox"/>	Face Protection:
<input type="checkbox"/>	Contact with Sharp Object (not biological)	<input type="checkbox"/>	Hand Protection:
<input type="checkbox"/>	Electrical	<input checked="" type="checkbox"/>	Foot Protection: proper footwear for HCW
<input type="checkbox"/>	Falling or moving equipment/material	<input type="checkbox"/>	Respirator/Fit Test:
<input type="checkbox"/>	Moving machinery / parts	<input type="checkbox"/>	Body Protection:
<input checked="" type="checkbox"/>	MSI-Awkward / sustained postures	<input type="checkbox"/>	Hi Visibility Apparel:
<input checked="" type="checkbox"/>	MSI-Forceful exertions	<input checked="" type="checkbox"/>	Other: isolation precautions if required
<input type="checkbox"/>	MSI-Repetitive motions	Equipment and/or tools required to perform task	
<input type="checkbox"/>	Noise	Electric Bed (if available)	
<input checked="" type="checkbox"/>	Surfaces/Objects causing slips, trip or falls	Lift Bath Trolley	
<input checked="" type="checkbox"/>	Task requires more than 1 worker	Slider sheets or overhead lift may be required Training in how to insert/remove sliders, lateral transfer with sliders and use of overhead lifts (if applicable)	
<input type="checkbox"/>	Violent, Aggressive or Reactive Behaviours	For machine operation tasks complete the following	
<input type="checkbox"/>	Working Alone or in Isolation	Machine Description and Safety Features:	
<input type="checkbox"/>	Working at Heights	Refer to manufacturer's guidelines	
<input type="checkbox"/>	Other:		
Patient/Client/Resident Related Tasks - be knowledgeable of patient specific hazards (CARE Alert, Falls Risk, Patient Handling Assessment, Isolation Precautions, etc.)		<i>Set-up and maintenance of this equipment is only to be performed by trained/authorized staff following the manufacturer's manual.</i>	
Training and Proficiency:			
Staff who perform this task must be trained as indicated below in this safe work procedure prior to performing it. Training must be documented. This SWP must be available to staff.			
<input type="checkbox"/> Read Procedure and Sign		<input type="checkbox"/> Other Required Training: <i>Specify</i>	
<input type="checkbox"/> Demonstrated Competency		<input checked="" type="checkbox"/> Watched Video	
Responsibilities			
Manager/Supervisor or Designate: Ensure all staff are trained and that duties are performed in accordance to training, established health and safety regulations, guidelines, policies and procedures (e.g. following safe work procedures).		Staff performing task: Perform task in accordance to training, established health and safety regulations, guidelines, policies, and procedures (e.g. following safe work procedures). Follow process for reporting hazards, injuries, occurrences, and patient safety events.	

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Approved by	Original Effective Date	Revised Effective Date	Reviewed Date
Provincial Workplace Safety & Health Working Group	September 2022	September 2022	September 2022
This safe work procedure was created by The Provincial Workplace Safety and Health MSIP Subcommittee and will be reviewed any time the task, equipment or materials change and at a minimum of every three years from the last revision date.			
Notes/Other Considerations:			
<ul style="list-style-type: none"> • Patient should be properly assessed for suitability and potential contraindications before using this lift • Safety straps must be used when patient is using the lift bath trolley • If behavior interferes with care, alternate procedures and/or equipment may be required • No lubricants such as soap should be used to ease transfer to stretcher • Sliders should be used if the patient requires more than minimal assistance from two HCWs to transfer onto the trolley • If available, an overhead lift may be used to transfer patients onto bath trolley. It is not recommended to use a floor lift to transfer patients to the trolley due to incompatibility of the lift bases and the risk of tipping. • More than 2 HCWs may be needed: <ul style="list-style-type: none"> ○ Greater than minimal assistance is required by each staff. Additional procedures and/or equipment may be required (e.g. mechanical lift, repositioning sling) ○ Low or High Muscle Tone is present ○ Recent surgery or fracture. (e.g. hip precautions) etc. 			
Steps to be taken to complete task safely:			
Set-up			
1	Prefill the tub with water and check water temperature.		
2	Prepare the bath trolley. Remove the headrest and thigh support cushion. Attach the safety belts to the bath trolley. The belts must be fitted onto the stretcher before the hookwire is attached (in models equipped with a powered backrest and hookwire).		
3	Fasten the hookwire (if applicable) onto the portion of the trolley that will function as a backrest.		
4	Position bed at the waist height of the shortest person and apply the bed brakes.		
5	Prepare the patient for bath. Remove clothing.		
6	Ensure that the bed rail on the opposite side to the bath trolley is up, if available. Have HCW #1 stand on the side of the bed with the trolley and HCW #2 stand on the opposite side of the bed.		
Transfer Option 1: Patient Assists with Roll/Minimal Assist Required			
Transfer not requiring the use of sliders or overhead lift			
<i>Note: The patient must be able to roll and achieve adequate position with minimal assistance</i>			

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7a	Ask the patient to roll onto their side towards HCW #2 and away from the trolley. If patient requires minimal assist to roll, HCW #1 pushes/rolls patient towards HCW #2 by shifting weight up and forward. Other HCWs available assist with pushing patient.
8a	HCW #2 maintains patient in place and HCW #1 washes patient's back. Wipe clean and dry with a towel.
9a	With patient on their side, HCW #1 lines up the trolley to ensure the patient's buttocks will be centered. HCW #1 moves the trolley over the bed and as close as possible to the patient. Lower until it rests firmly on the bed and apply the trolley brakes.
10a	Ask patient to roll onto the trolley. If patient requires minimal assist to roll, HCW #2 (right in photo) pushes/rolls patient onto their back on trolley by shifting weight up and forward. 
11a	Have the patient position themselves in the middle of the trolley. Fasten the headrest (if available) under the patient's head and position the thigh support cushion. The cushion should be positioned against the patient's buttock. Apply the safety belts and lower the side guard and security grip handle. Cover patient with blankets/towels for transport to tub room.  <p>Continue to Post Transfer Steps</p>
Transfer Option 2: Use of Overhead Lift	
7b	HCWs position sling underneath patient. Attach sling to overhead lift and raise patient off bed surface.
8b	HCW #1 moves the trolley over the bed and under the patient. HCW #1 lowers the trolley until it rests firmly on the bed and applies brakes.
9b	HCWs lower the patient onto the trolley ensuring the patient is centered on the trolley. Detach the sling from the lift. Sling may remain under patient during bathing.
10b	Fasten the headrest (if available) under the patient's head and position the thigh support cushion (if available). The cushion should be positioned against the patient's buttocks. Apply the safety belts and lower the side guard and security grip handle. Cover patient with blankets/towels for transport to tub room. <p>Continue to Post Transfer Steps</p>

Transfer Option 3: Use of Slider Sheets	
7c	<p>Lower bed rails and position two slider sheets under the patient. With slider sheets, turn the patient onto side facing HCW #2 (right in photo) and away from the trolley.</p> 
8c	<p>HCW #2 maintains patient in place and HCW #1 washes patient's back. Wipe clean and dry with a towel.</p>
9c	<p>HCW #1 lines up the trolley to ensure the patient's buttocks will be centered. HCW #2 holds slider sheets against patient's back to allow the trolley to move onto bed. To avoid tipping, do not raise or lower other equipment close to it and be aware of stationary objects when lowering.</p> <p>HCW #1 positions trolley as close as possible to the patient and lowers until it rests firmly on the bed. Apply trolley brakes. HCW #2 lays slider sheets on trolley and rolls the patient back so partially lying on the trolley.</p> 
10c	<p>Both HCWs stand in a wide base of support with one foot in front of the other. With wrists straight and elbows close to the body, HCWs grasps handles of top slider sheet at level of the patient's shoulder and hip. If required, extension straps (or substitute) can be inserted to minimize reaching for HCW #1. Loop extension straps through handles of top slider at the level of the patient's shoulder and hip (see picture below on far right).</p> 

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11c	<p>Ask patient to cross their arms across chest. When both HCWs are positioned in a wide base of support with one foot in front of the other and back straight, they will move at the same time. HCW #1 shifts weight from front leg to back leg and pulls slider sheets towards trolley. HCW #2 shifts weight from back leg to front leg and pushes patient towards trolley. Ensure patient is positioned in the middle of the trolley.</p> 
12c	<p>To position the thigh support cushion onto trolley, ask the patient to slide their heels towards buttocks. If assist is required, HCW#1 places one hand on patient's ankle and other hand under patient's calf. Using sliders to assist, slide patient's foot up one leg at a time. Once positioned, HCW#2 holds patient's feet in place while HCW#1 pushes sliders out of way to insert thigh support cushion. The cushion should be positioned against the patient's buttocks.</p> 
13c	<p>Remove sliders from under the patient. Fasten the headrest (if available) under the patient's head. Apply the safety belts and lower the side guard and security grip handle. Cover patient with blankets/towels for transport to tub room.</p> 

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	Continue to Post Transfer Steps.	
Post Transfer Steps		
14	Raise the backrest to a comfortable position using the lift control and then slightly raise the trolley so that it is no longer in contact with the bed surface.	
15	Release the trolley brakes and move the trolley away from the bed. Ensure the trolley is at an appropriate height for the HCWs to transport the patient. Transport only on even surfaces and free of obstacles.	
16	HCW #1 should push using the transport handles at the end of the trolley and HCW #2 should stand on the side opposite the controls to help guide the trolley and ensure patient safety. Press the power drive button on the transport handle consistently and firmly to engage the fifth wheel to assist in steering the trolley, if available.	
17	In the tub room, position tub to lowest position. HCW(s) may need to adjust the height of the trolley to ensure that it will clear the height of the tub. Position the trolley so that the patient is facing the tub. Push trolley forward, bringing into position over the tub. Apply brakes. The base of the trolley should be in contact with the base of the tub.	
18	Check the water temperature before lowering the patient into the bath. Raise the tub to a comfortable working height and lower the trolley until it is resting on the bottom of the tub.	
19	Adjust the back rest to a comfortable position for the patient as needed. If patient is capable, security grip side guard bar may be raised to allow easier access during bathing.	
20	Bathe the patient.	
21	After bathing, open drain. Lower the security grip side guard bar and raise the backrest as needed. Ensure the patient is in the proper position on the bath trolley.	
22	Lower the tub to the lowest position, check water temperature and rinse the patient with the shower attachment.	
23	Dry the patient and the trolley, as well as the underside of the trolley, to prevent water from dripping onto the floor, prior to moving the bath trolley away from the bath.	
24	Raise the trolley to allow it to clear the tub edge and to ensure it is at a comfortable height for the HCWs to transport the patient. Cover patient with blankets/towels for transport to patient's room.	
25a	Transfer the patient back to bed with the appropriate transfer method. If patient transferred onto bath trolley with minimal assist or use of overhead lift, transfer back to bed using the reverse procedure. Ensure the trolley brakes are applied and the trolley backrest is lowered to a flat position for the transfer back into bed.	

25b If the patient transferred onto the bath trolley with use of sliders return patient to bed using following procedure. Ensure the trolley backrest is lowered to a flat position for the transfer into bed.

HCW #1 positions trolley over bed and lowers until it rests firmly on the bed. Ensure there is enough space for patient to transfer back onto the bed. Apply trolley brakes.

HCW#1 (left in photo) stands in a wide base of support with one foot in front of the other with back straight and pushes/rolls patient towards HCW #2 by shifting weight up and forward. Other HCWs available assist with pushing patient. HCW #2 assists to guide patient onto the bed and maintains patient in place while HCW #1 removes trolley. HCWs guide patient on back. If require further repositioning in bed, use slider sheets.



Related Materials:

References: