

SWP-SPH-INSERTING AND REMOVING SLIDERS


Description of Task: Inserting sliders under patient using folding/unfolding method and removal of sliders			
Position/Job: 2 or more Healthcare Workers (HCWs)		Department/Unit: All patient care areas	
Potential Hazards		Personal Protective Equipment Required	
<i>Risk for Injury (check all that apply)</i>		<i>Specify Type, Manufacturer, Model</i>	
<input type="checkbox"/>	Biological (puncture/spill/splash/exposure)	<input type="checkbox"/>	Head Protection:
<input 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
<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 type="checkbox"/>	Other:
<input checked="" type="checkbox"/>	MSI-Repetitive motions	Equipment and/or tools required to perform task	
<input type="checkbox"/>	Noise	Two slider sheets or tube slider (patient dedicated), height adjustable surface if possible.	
<input type="checkbox"/>	Surfaces/Objects causing slips, trip or falls		
<input type="checkbox"/>	Task requires more than 1 worker		
<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		
<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.)		Set-up and maintenance of this equipment is only to be performed by trained/authorized staff following the manufacturer's manual.	
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 checked="" type="checkbox"/> Demonstrated Competency		<input 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.	
Approved by	Original Effective Date	Revised Effective Date	Reviewed Date
Provincial Workplace Safety & Health Working Group	February 2019	February 2019	January 2022

SWP-SPH-INSERTING AND REMOVING SLIDERS

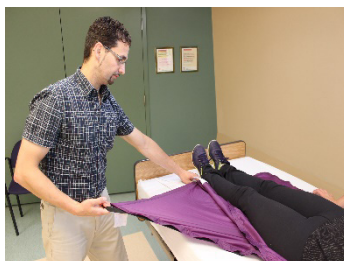
This safe work procedure was created by The Provincial Workplace Safety and Health MSIP Subcommittee and will be reviewed any time the task, equipment or materials change and at a minimum of every three years from the last revision date.

Notes/Other Considerations:

Steps to be taken to complete task safely

1	Select appropriate size slider according to patient size. If patient can assist or requires minimal assist to roll, HCWs are positioned on either side of patient. HCW#1 pushes/rolls patient towards HCW#2 by shifting weight up and forward. HCW#2 maintains patient in place while HCW#1 positions sliders. Repeat on opposite side.
2	Two HCWs stand on opposite sides of the bed. Position bed at the waist height of the shortest person. Ensure brakes are on and side rails are lowered.
3	Lay two sliders on top of patient. HCWs grasp both sliders at one end. Fold sliders into hand width sections, leaving two hand widths unfolded at opposite end.
4	Position slider with folds facing down and the open end at the starting point (head or feet as needed). If inserting from head, place under pillow. If inserting from feet, slide under heels or knees. 
5	HCWs face the end of the bed where sliders have been placed. Use a wide base of support with one foot in front of the other. With palm facing up, grasp bulk of folds with hand closest to patient (do not use thumb). To begin, hold open end with hand farthest from patient. Keep elbows at sides.
6	HCWs communicate and shift weight from front to back leg at the same time to unfold sliders. Repeat until sliders are completely unfolded.
7	When attempting to unfold past bony prominences or heavier body parts such as the shoulder blade or buttocks, use outside hand to push down on the surface to create space for the sliders or use sawing motion to pass sliders past the area.
8	Remove sliders by reaching underneath the bottom slider and grasping the opposite corner. Turn slider underneath itself and pull out at a 45-degree angle. Repeat with other slider as necessary.

SWP-SPH-INSERTING AND REMOVING SLIDERS



Related Materials:

References: