
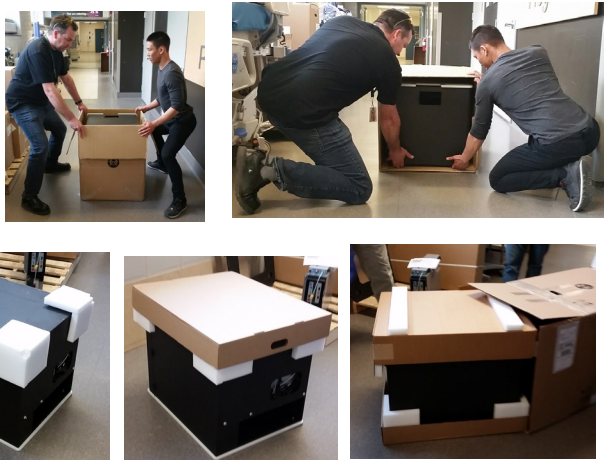





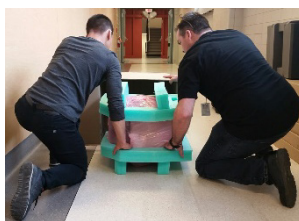


Description of Task: Packing/Unpacking Nx Stage™ Home Hemodialysis Unit			
Position/Job: Minimum 2 people - 1 Electronic Technologist– Dialysis (ET), 1 Assistant		Department/Unit: Renal Program-Home Hemodialysis or Patient Home	
Potential Hazards		Personal Protective Equipment Required	
	<i>Risk for Injury (check all that apply)</i>	<i>Specify Type, Manufacturer, Model</i>	
<input checked="" 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:
<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	Nx Stage™ Unit	
<input type="checkbox"/>	Surfaces/Objects causing slips, trip or falls	Training in Body Mechanics and Ergonomics related to Materials Handling of the Nx Stage™	
<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 checked="" type="checkbox"/>	Other: Pinch Points		
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 checked="" type="checkbox"/> Demonstrated Competency			
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 3, 2023	February 3, 2023	February, 3, 2023
This safe work procedure was created by Provincial Safe Work Procedure Committee 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">• Ensure all equipment related to the Nx Stage™ is in the home before proceeding with unpacking/packing to reduce unnecessary steps• Establish the appropriate location as to where the Nx Stage™ is to be positioned• Ensure the Assistant has been trained in proper Body Mechanics and Ergonomics by the ET and understands the expectations• Use good body mechanics throughout the procedure				
Steps to be taken to complete task safely:				
Lifting/Lowering the Cabinet (Boxed)				
1	Use a wide stance, bend the hips and knees, and keep the back straight. ET and Assistant tilt box onto an edge and place hands on opposite corners. On a specified count, ET and Assistant straighten legs to lift box. Reposition both hands to hold from underneath. Transport box to new location and reverse the steps.			
Unpacking/Packing the Cabinet				
2	<p>To unpack: use a wide stance, bend the hips and knees, and keep the back straight. Open up packing box containing the Cabinet and place it onto its side. Both ET and Assistant will half kneel in front of open box with one hand on box and other hand grasping cardboard tray underneath cabinet. On a specified count, ET and Assistant pull on the Cabinet and shift weight backwards to remove it.</p> <p>To pack: position cabinet upside down, place foam corners on cabinet followed by cardboard base. Reposition upright, and replace remaining cardboard protection and reverse the procedure to pack the cabinet into its packing box.</p>			
Lifting/Lowering the Control Unit (Boxed)				
3	Use a wide stance, bend the hips and knees, and keep the back straight. ET and Assistant stand on either side of the box. Place hands into handles provided in the box. On a specified count, ET and Assistant straighten legs to lift box. If necessary, place one or both hands under the box if needing to lift to a higher location. Transport box to new location and reverse the steps.			

Unpacking the Control Unit	
<p>Use a wide stance, bend the hips and knees, and keep the back straight. Open up packing box containing the Control Unit and place it onto its side. Both ET and Assistant will half kneel in front of open box with one hand on box and other hand grasping the Control Unit. At the same time, pull on the Control Unit strapping and shift backwards to remove it.</p> <p>Reverse the procedure to pack the Control Unit into its packing box.</p>	   <p>strapping. weight</p>
Lifting/Lowering the Cyclor (Boxed)	
<p>4 Use a wide stance, bend the hips and knees, and keep the back straight. ET and Assistant tilt box onto an edge and place hands on opposite corners. On a specified count, ET and Assistant straighten legs to lift box. Reposition both hands to hold from underneath. Transport box to new location and reverse the steps.</p>	
Unpacking the Cyclor	
<p>5 Open up packing box containing the Cyclor and place it onto its side so that the foam end caps are parallel to the floor. Both ET and Assistant will half kneel in front of open box with one hand on box and other hand grasping the bottom foam end cap. On a specified count, ET and Assistant pull on the end cap and shift weight backwards to remove it.</p> <p>Reverse the procedure to pack the Cyclor into its packing box</p>	
Related Materials:	
References:	