



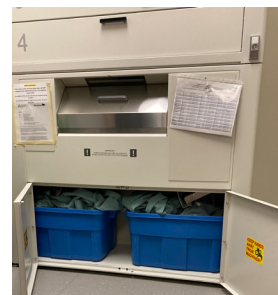


Description of Task: ScrubEx Medium Volume Dispenser Receiver			
Position/Job: Minimum 1 Healthcare Worker (HCW)		Department/Unit: All departments using ScrubEx	
Potential Hazards		Personal Protective Equipment Required	
	<i>Risk for Injury (check all that apply)</i>	<i>Specify Type, Manufacturer, Model</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	Clean scrubs delivered to ScrubEx Medium Volume Dispenser Receiver in linen cart Keys and/or pass code if required Step stool if required	
<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 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 checked="" type="checkbox"/> Read Procedure and Sign <input checked="" type="checkbox"/> Other Required Training: or observation			
<input 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:				
Steps to be taken to complete task safely:				
1	Unlock the main access door using the scanner, keyboard or keys.			
2	When opening the access door, use a wide base of support.			
3	Place the linen cart a few steps away from the ScrubEx Medium Dispenser.			
4	From the linen cart, take one scrub top and bottom of necessary size, roll the scrubs together and place into appropriate slot. Get as close as possible to the ScrubEx Medium Volume Dispenser when loading.			  <div>the the</div>
5	If necessary, use a step stool when placing scrubs into slots that are located over shoulder height. When loading the lower compartments below waist level, bend at the hips and knees and keep the back straight.			
6	Once all compartments have been loaded, close the door using a wide base of support.			

Steps to be taken to complete task safely when removing/unloading soiled scrubs from the ScrubEx Medium Volume Dispenser Receiver

- 7** Open the service doors using the keys by bending at the hips and knees and keep the back straight. If needed, kneel on one knee.



- 8** Using a half kneel position weight shift from the front leg to the back leg when sliding the receiver bin out.



- 9** Maintaining a wide base of support, bending at the hips and knees, and keeping your back straight, lift the bin and empty the soiled scrubs into the laundry cage. Place the receiver bin back into the ScrubEx Medium Volume Dispenser Receiver.



Related Materials:

References: