



**SWP-MMH-UNLOADING SCRUBS FROM THE SCRUBEX LARGE
VOLUME RECEIVER**

Description of Task: Unloading scrubs from the ScrubEx Large Volume Receiver			
Position/Job: Minimum 1 Healthcare Worker (HCW)		Department/Unit: All departments with Care Fusion Pyxis Scrub Station	
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 type="checkbox"/>	Other:
<input type="checkbox"/>	MSI-Repetitive motions	Equipment and/or tools required to perform task	
<input type="checkbox"/>	Noise	Clean scrubs delivered to Scrub Station in linen cart	
<input type="checkbox"/>	Surfaces/Objects causing slips, trip or falls	Step Stool	
<input type="checkbox"/>	Task requires more than 1 worker	Scanner, passcode, or key	
<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.	

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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">Laundry bag can be ripped or torn, replace with a non-ripped or torn bag				
Steps to be taken to complete task safely:				
1	Open the service doors using the keys by bending at the hips and knees and keeping the back straight.			
2	Stand with one foot forward and one foot back. Bending at the hips and knees, keeping your back straight, weight shift from the front leg to the back leg when rolling the receiver basket out from the ScrubEx Large Volume Receiver.			
3	Use a wide base of support and bend at the hips and knees. Keep your back straight and lift the bags with two hands from the receiver basket and load it into the laundry cage. Pull the clip down the cord to close the bag. Insert empty bags into the receiver basket and place the receiver basket back into the ScrubEx Large Volume Receiver.			
Related Materials:				
References:				