













SWP-SPH-REPOSITIONING IN CHAIR

Description of Task: 1 or 2 Assist with Repositioning Patient sliding down in chair/wheelchair			
Position/Job: 1-2 Healthcare Workers		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:Q
<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 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	Wheelchair Proper footwear for patient Training in and access to Transfer Belt, Sit to Stand, Mechanical or Overhead Lift (if applicable) Proper footwear for HCW. Isolation precautions 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: Infection Transmission		
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: Specify	
<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		Staff performing task: Perform task in accordance to training, established health and safety regulations, guidelines, policies and procedures (e.g. following	

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regulations, guidelines, policies and procedures (e.g. following safe work procedures).		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		December 2016	August 2019	January 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:				
If patient is at risk of sliding off the edge of the chair, perform emergency transfer chair to floor				
If patient requires more than minimal assist, use transfer method consistent with patient’s transfer status.				
Note: Patient should never be manually lifted back in chair to reposition.				
Steps to be taken to complete task safely: SET UP				
1	HCW asks patient to put feet underneath knees, lean forward, pulling forward on armrests.			
Steps to be taken to complete task safely: Method 1: Supervised Assist Chair Repositioning (“Hip Walk”)				
1	HCW #1 cues patient to shift buttocks side to side and push back into chair.			
Steps to be taken to complete task safely: Method 2: Minimal Assist Chair Repositioning (“Assisted Hip Walk”)				
1	<div><div>HCW positions themselves in front of patient, with wide base of support with one foot in front of the other. HCW asks patient to lean to one side. HCW places hands on patient’s lower thigh and shifts weight forward to position patient back into chair. Repeat the procedure by alternating sides until patient is sitting at back of chair.</div><div></div></div>			
Steps to be taken to complete task safely: Method 3: Assist to Stand with Transfer Belt				

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1	<p>Apply Transfer Belt. Ask patient to lean forward and push with arms from seated surface as able. While grasping the transfer belt, HCW(s) shifts weight while assisting/guiding the patient into standing. Ask patient to take small steps back until receiving surface can be felt against back of legs. Ask patient to reach for armrests in preparation for sitting, while HCW(s) assist patient to sit to the back of the chair.</p> <div data-bbox="224 464 483 722"></div> <div data-bbox="500 464 760 722"></div> <div data-bbox="933 464 1193 722"></div> <div data-bbox="1201 464 1396 722"></div>
<p>Steps to be taken to complete task safely: Method 4: Assist with Sit-Stand Lift USE ONLY IF PATIENT IS APPROPRIATE FOR SIT TO STAND LIFT</p>	
1	<p>HCW #1 uses Sit to Stand Lift to raise patient to a standing position. HCW#2 repositions chair so that it touches back of patient's legs. Lower patient back into chair.</p> <div data-bbox="711 892 901 1138"></div> <div data-bbox="922 892 1193 1102"></div> <div data-bbox="1218 892 1494 1102"></div>
<p>Steps to be taken to complete task safely: Method 5: Assist with Mechanical Lift (Floor or Overhead)</p>	
1	<p>HCW#1 Uses Mechanical Lift to elevate patient off the chair. HCW #2 repositions chair and patient is lowered back into chair in proper position.</p> <div data-bbox="701 1220 961 1457"></div> <div data-bbox="977 1220 1205 1457"></div> <div data-bbox="1230 1220 1497 1457"></div>
<p>Related Materials:</p>	
<p>References:</p>	