

# SWP-SPH-TWO PERSON ASSIST SLING INSERTION/REMOVAL IN LYING

Description of Task: Insertion/Removal of transfer sling with patient lying on bed/floor			
Position/Job: 2 Healthcare Workers (HCWs)		Department/Unit: All patient care areas	
<b>Potential Hazards</b>		<b>Personal Protective Equipment Required</b>	
<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 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 checked="" type="checkbox"/>	MSI-Repetitive motions	<b>Equipment and/or tools required to perform task</b>	
<input type="checkbox"/>	Noise		
<input type="checkbox"/>	Surfaces/Objects causing slips, trip or falls		
<input checked="" type="checkbox"/>	Task requires more than 1 worker		
<input checked="" type="checkbox"/>	Violent, Aggressive or Reactive Behaviours	<b>For machine operation tasks complete the following</b>	
<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.	
<b>Training and Proficiency:</b>			
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			
<b>Responsibilities</b>			
<b>Manager/Supervisor or Designate:</b> 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).		<b>Staff performing task:</b> 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	May 2022	May 2022	Janaury 2022

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This safe work procedure was created by Safe Patient Handling Safe Work Procedure 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:

- More than 2 HCWs may be required if:
  - Greater than minimal assistance is required by each HCW. Additional procedures and/or equipment may be required (e.g. tube or sheet slider, mechanical lift, repositioning sling)
  - Low or High Muscle Tone is present
  - Patient care equipment or devices are being used (e.g. Casts, I.V. poles)
  - Recent surgery or fracture
- If behavior interferes with care, alternate procedures and/or equipment may be required
- Once sling has been inserted, ensure that leg straps are positioned appropriately (i.e. crossed) as per manufacturers guidelines in preparation for attachment to mechanical lift




Note: Inspect the sling for signs of damage prior to use.

## Steps to be taken to complete task safely:




Place bed flat. Ensure brakes are applied and lower side rails. Position bed at waist height of shortest HCW. If performing on floor, kneel on one leg.

**Option 1: Manual Turn**  
(patient can assist)



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1a	<p>Ask patient to bend knee furthest from direction of turn or cross the legs at the ankle. Ask patient to pull on aids if available (e.g., bed rail) and/or push foot into bed (as able) to turn onto side.</p> <p>If patient requires minimal assist to turn, HCWs are positioned on either side of patient. HCW#1 pushes patient towards HCW#2 by shifting weight up and forward. Other HCWs available assist with pushing patient. HCW#2 assists with turn and maintains patient in side lying.</p>	
1b	<p>HCW #1 places center of sling along spine of patient. Ensure sling is positioned according to manufacturer's instructions (e.g., tailbone). HCW #1 stands at side of bed with wide base of support, one foot in front of the other. With one side of sling draped over patient, HCW #1 tucks/folds remaining portion of the sling underneath patient. Once patient is on their back, HCW #2 pulls edges of sling through to opposite side. Turn towards opposite side if needed to pull sling through.</p>	
<p><b>TO REMOVE SLING:</b></p> <p>HCW #1 tucks/folds nearest edge of sling underneath patient. Once patient is on their back, HCW #2 pulls edges of sling through. Turn patient towards opposite side if needed to pull sling through.</p>		
<p><b>Option 2: Turn With Equipment (e.g., sliders, repositioning sling)</b> (patient cannot assist)</p>		
2a	<p>With patient in side lying following turn with sliders, HCW#2 maintains patient in place while HCW#1 positions sling against patient's body as in Option 1. Alternatively, a repositioning sling can be used to turn patient where applicable.</p>	
2b	<p>HCW#1 lowers patient onto back while HCW#2 pulls top slider towards them. Once patient is on their back, pull edges of sling through to opposite side. Turn towards opposite side if needed to pull sling through.</p>	
		

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	<p><b>TO REMOVE SLING:</b></p> <p>HCW #1 tucks/folds nearest edge of sling underneath patient. Once patient is on their back, HCW #2 pulls edges of sling through. Turn patient towards opposite side if needed to pull sling through.</p>
<b>Option 3: Sling Insertion From Head (slider sheets only)</b>	
<b>3a</b>	<p>HCWs stand on opposite sides of bed with sliders in place under patient. Slide bottom edge of sling opening between the slider sheets under patient's head and shoulders.</p> 
<b>3b</b>	<p>Both HCWs face the head of the bed with wide base of support, one leg in front of the other. Together, HCWs grasp top slider with outside hand and pull tight. HCWs grasp sling with inside hand and shift weight from front to back foot to pull sling between sliders. Ensure sling is positioned according to manufacturer's instructions (e.g., tailbone).</p>
<b>3c</b>	<p>Adjust sling position as necessary. Remove slider(s).</p>
	<p><b>TO REMOVE SLING:</b></p> <p>Place a single slider sheet onto bed before lowering patient using lift. Insert second slider sheet between sling and patient using folding/unfolding method. HCW #1 and HCW#2 stand facing foot of the bed with wide base of support and one foot in front of the other. Grasp the bottom of the body of the sling and pull the sling upwards towards head of bed.</p> 
<b>Option 4: Sling Insertion From Side (slider sheets only)</b>	
<b>4a</b>	<p>HCWs stand on opposite side of bed with sliders in place under patient. HCW#1 passes one shoulder strap behind patient's neck, and one leg strap under patient's low back, between sliders.</p> 

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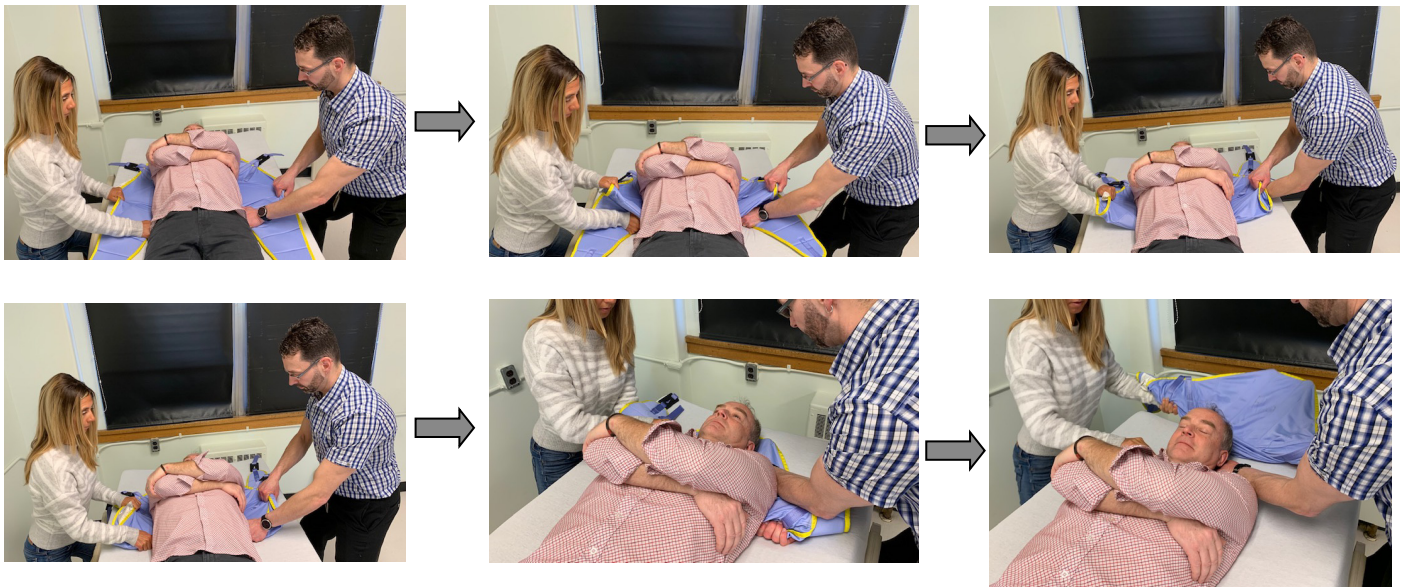
<b>4b</b>	<p>Once straps are fed through, HCW #1 grasps top slider and holds tight. HCW #2 stands on HCW#2 stand on opposite side of bed with wide base of support, one foot in front of the other facing patient.</p> <p>HCW #2 grasps strap(s) and weight shifts backwards, pulling sling between sliders into position.</p>	
<b>4c</b>	<p>Adjust sling position as necessary. Remove top slider before transferring patient.</p>	
	<p><b>TO REMOVE SLING:</b></p> <p>Place a single slider sheet onto bed before lowering patient using lift. Insert second slider sheet between sling and patient using folding/unfolding method. Use method above to remove sling.</p>	



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**NOTE: If there are no skin integrity concerns, the following alternative method for sling removal may be used**

- HCWs stand on opposite side of bed facing foot of bed with wide base of support, one foot in front of the other. One hand grasps leg strap with other hand stabilizing sling.
- Tuck leg strap underneath itself and guide towards head of bed. HCWs communicate and shift weight from front to back leg at the same time while guiding leg strap. Repeat until sling is removed.



**Related Materials:**

**References:**