

SAMPLE Safe Resident Handling and Movement Policy (OSHA)

1. PURPOSE: This policy describes ways to ensure that employees use safe resident handling and movement techniques are used at _____ nursing facility. Particularly for those residents designated as high-risk for safe resident handling and movement.

2. POLICY: _____ Nursing Facility wants to ensure that its residents are cared for safely, while maintaining a safe work environment for employees. To accomplish this a Back Injury Prevention Program for Nurses and Nurse Aides will be implemented in order to ensure required infrastructure is in place to comply with components of this safe resident handling and movement policy. This infrastructure includes resident handling and movement equipment, employee training, and a "Culture of Safety" approach to safety in the work environment. Direct resident care staff on high-risk resident care areas should assess high-risk resident handling tasks in advance to determine the safest way to accomplish them. Additionally, mechanical lifting equipment and / or other approved resident handling aids should be used where available to prevent manual lifting and handling of residents except when absolutely necessary, such as in a medical emergency.

3. PROCEDURES:

Compliance: It is the duty of employees to take reasonable care of their own health and safety, as well as that of their co-workers and their residents during resident handling activities by following this policy. Non-compliance will indicate a need for retraining.

Safe Resident Handling and Movement Requirements:

Avoid hazardous resident handling and movement tasks whenever possible. If unavoidable, assess them carefully prior to completion. Use mechanical lifting devices and other approved resident handling aids for high-risk resident handling and movement tasks except when absolutely necessary, such as in a medical emergency. Use mechanical lifting devices and other approved resident handling aids in accordance with instructions and training.

Training:

Management will complete and document Safe Resident Handling and Movement training initially (orientation), annually and as required to correct improper use/understanding of safe resident handling and movement. Supervisors should maintain training records for three (3) years.

Mechanical Lifting Devices and Other Equipment/Aids:

Mechanical lifting devices and other equipment / aids will be accessible to staff.
Mechanical lifting devices and other equipment / aids will be maintained regularly and kept in proper working order.
Mechanical lifting devices and other equipment / aids shall be stored conveniently and safely.

Back Injury Prevention Program:

The Back Injury Prevention Program for Nurses / Nurse Aides will be implemented for all high-risk residents, including the following key program elements:

- Workplace lifting safety assessments
- Use of lifting equipment and devices
- Resident Assessment Criteria and Care Planning for Safe Resident Handling and Movement
- Flow charts / diagrams for Safe Resident Handling and Movement
- Back Injury Resource Nurses
- After Action Review Process

Reporting of Injuries / Incidents:

Nursing staff shall report all incidents/injuries resulting from resident handling and movement to Occupational Health
Supervisors shall maintain Accident Reports and supplemental injury statistics as required by the facility.

4. DEFINITIONS:

High-Risk Resident Handling Tasks: Resident-handling tasks that have a high-risk of musculoskeletal injury for staff performing the tasks. These include but are not limited to transferring tasks, lifting tasks, repositioning tasks, bathing residents in bed, making occupied beds, dressing residents, turning residents in bed, and tasks with long duration.

High-Risk Resident Care Areas: Resident wings with a high proportion of dependent residents, requiring full assistance with resident handling tasks and activities of daily living. Designation is based on the dependency level of residents and the frequency with which residents are encouraged to be out of bed. These areas include Spinal Cord Injury Units, Nursing Home Care Units and other specified areas.

Manual Lifting: Lifting, transferring, repositioning, and moving residents using a caregiver's body strength without the use of lifting equipment / aids to reduce forces on the caregiver's musculoskeletal structure.

Mechanical Resident Lifting Equipment: Equipment used to lift, transfer, reposition, and move residents. Examples include full body sling lifts, stand assist lifts, and mechanized lateral transfer aids.

Resident Handling Aids: Equipment used to assist in the lift or transfer process. Examples include gait belts with handles, stand assist aids, sliding boards, and surface friction-reducing devices.

Culture of Safety: Describes the collective attitude of employees taking shared responsibility for safety in a work environment and by doing so, providing a safe environment of care for themselves as well as residents.

5. DELEGATION OF AUTHORITY AND RESPONSIBILITY:

Facility Administrator shall:

Support the implementation of this policy.
Support a "Culture of Safety" within this medical center.
Furnish sufficient lifting equipment/aids to allow staff to use them when needed for a safe resident handling and movement.
Furnish acceptable storage locations for lifting equipment / aids.
Provide routine maintenance of equipment.
Provide staffing levels sufficient to comply with this policy.

Supervisors shall:

Ensure high-risk resident handling tasks are assessed prior to completion and are completed safely, using mechanical lifting devices and other approved resident handling aids and appropriate techniques.
Ensure mechanical lifting devices and other equipment/aids are available, maintained regularly, in proper working order, and stored conveniently and safely.
Ensure employees complete initial and annual training, and training as required if employees show non-compliance with safe resident handling and movement or equipment use. Maintain training records for a period of three (3) years.
Refer all staff reporting injuries due to resident handling tasks
Director of Nurses
Maintain Accident Reports and supplemental injury statistics as required by the facility.
Support a "Culture of Safety" within the facility.

Employees shall:

Comply with all parameters of this policy.
Use proper techniques, mechanical lifting devices and other approved equipment / aids during performance of high-risk resident handling tasks.
Notify supervisor of any injury sustained while performing resident handling tasks.
Notify supervisor of need for re-training in use of mechanical lifting devices, other equipment / aids and lifting / moving techniques.
Notify supervisor of mechanical lifting devices in need of repair.
Support a "Culture of Safety" within their facility.

Engineering / Maintenance Services shall maintain mechanical lifting devices in proper working order.

Where applicable, Union officials shall support policy intent and monitor program effectiveness in partnership with Administration.

Partnership Charter

Between the
United States Department of Labor
Occupational Safety and Health Administration
Region VI, Baton Rouge Area Office
the
Louisiana Department of Labor OSHA Consultation
and the
Louisiana Nursing Home Association

The United States Department of Labor Occupational Safety and Health

Administration, the Louisiana Department of Labor OSHA Consultation and the Louisiana Nursing Home Association mutually recognize the importance of providing a safe and healthful work environment for Louisiana's nursing home employees. To advance our mutual goal, we strongly agree on the need to develop a working relationship that fosters mutual trust and respect for each organization's respective role in this process. We recognize and embrace the responsibilities inherent in those roles. We are committed to work as partners to achieve nursing home workplace safety and health through the following shared strategies and objectives.

Implement continuing and open communication policy between OSHA and the Louisiana Nursing Home Association in a manner that encourages respect and understanding.

Share knowledge of the best industry technology, innovations, and work practices that improve jobsite safety and health performance.

Cooperate in the development and continuous improvement of safety and health training programs for the nursing home industry and OSHA personnel.

Improve safety and health programs by involving employees in every aspect of the site inspection process.

Promote principles of good faith and fairness as the foundation of our relationships.

Recognize that either party to the partnership may withdraw from the agreement at any time after submitting written notification of intent to the other partner.

Agreed this day, _____, 2005

Greg Honaker
Area Director
U.S. Dept. of Labor/OSHA
Baton Rouge Area Office

Joseph A. Donchess
Executive Director
Louisiana Nursing Home Association

Karen Reiners Winfrey
Assistant Secretary/Director
Office of Workers' Compensation
Louisiana Department of Labor

Ray Naquin
Treasurer
Louisiana Nursing Home Association

Willis Callihan
Safety and Health Director
Office of Workers' Compensation
Louisiana Department of Labor

Clovis Mills

OSHA Consultation Manager
Louisiana Department of Labor

[Back to Top](#) www.osha.gov www.dol.gov

[Contact Us](#) | [Freedom of Information Act](#) | [Customer Survey](#)
[Privacy and Security Statement](#) | [Disclaimers](#)

Occupational Safety & Health Administration
200 Constitution Avenue, NW
Washington, DC 20210