Osteopathic Solutions

CPD CERTIFIED
The CPD Certification Service

4 Day Moving & Handling of People Instructor Assessor

Head Office
Unit 11887,
PO Box 6945,
London, W1A 6US

Scotland Office
18b Charlotte Square,
Edinburgh,
EH2 4DF

Learning Outcomes

- Attendees will have a knowledge of the relevant laws in handling & social care & teach care staff to recognize the role of these laws in day to day moving & handling
- Attendees will understand the economic & social impacts of Musculoskeletal Disorders (MSDs)
- Attendees will obtain a knowledge & understanding of simple anatomy & biomechanics of the spine & apply this knowledge to raise awareness of unsafe manual handling/ moving & handling of people practices
- Attendees will have competency in effective teaching of safer lifting, carrying, lowering, pushing & pulling techniques
- Attendees will be able to teach safer verbal guidance & minimal assistance handling techniques of people in chairs & associated controversial techniques to avoid & why
- Attendees will be able to teach safer assisted walking practice & controversial handholds
- Attendees will be able to teach competency in use of handling belts, transfer boards & stand aids & when their use is indicated
- Attendees will be able to write & teach a handling policy on falling & fallen patients
- Attendees will be able to pass on safe postural ergonomics related to profiling beds
- Attendees will be able to teach competent use of all profiling bed functions

- Attendees will be able to teach safer verbal guidance & minimal assistance handling techniques of people when getting off the bed & back to bed & associated controversial techniques to avoid & why
- Attendees will be able to improve awareness & teach competency in use of mobility aids relevant to people getting off the bed & back to bed
- Attendees can describe the benefits of using flat slide sheets compared to roller slide sheets
- Attendees will be able to teach application of slide sheets under the supine person
- Attendees will be able to teach different minimal handling methods of safely moving people up the bed using slide sheets & associated controversial techniques to avoid & why
- Attendees will be able to teach different minimal handling & equipment handling methods using slide sheets in safely moving people from a supine to side lying position & associated controversial techniques to avoid & why
- Attendees will be able to give care staff sufficient knowledge on the principles of hoisting & specific functions of a variety of hoists
- Attendees will be able to teach individual competency in assessing sling size & type
- Attendees will have the knowledge & comprehension of all methods of fitting slings under the supine person & the ability to teach these to care staff
- Attendees will have competency in teaching safe use of hoists
- Attendees will have the knowledge of all methods of handling the fallen service user & be able to teach these methods to care staff

- Attendees will understand the risk assessment process & have competency to conduct written moving & handling of people risk assessments
- Attendees will be able to critique current risk assessment forms & improve if necessary
- Attendees will have competency to conduct a falls assessment
- Attendees will have an awareness of assessing a person's mobility/ muscle strength
- Attendees will be aware of basic teaching methods relevant to effective moving & handling of people training
- Attendees will be able to construct a variety of induction courses specifically relevant to domiciliary, residential, day care & re-ablement staff
- Attendees will be able to communicate with care staff on specific refresher training needs & assess staff competency
- Attendees will be to construct & deliver effective refresher training courses

Course Outline

Day 1

9.15 – 9.30

- Trainer & Attendee Introduction
- Course Outline

9.30 – 9.45

- Relevant Law in Handling & Social Care

9.45 – 10.45

- Symptoms of Musculoskeletal Disorders (MSDs)
- Basic Anatomy of the Spine – Muscles/ Ligaments/ Joints/ Discs
- Basic Function of the Spine – Kinematics Explained
- Basic Biomechanics of Spinal, Knee & Shoulder Musculoskeletal Disorders
- Video Footage of unsafe lifting, carrying, lowering, pushing & pulling

10.45 – 12.45

Practical Demonstrations & Group Practical

- Semi Squat Lifting & Lowering
- Full Squat Lifting & Lowering
- Carrying Loads
- Pushing & Pulling Wheelchairs

12.45 – 13.30 Lunch

13.30 – 13.45

- Moving & Handling of People - Verbal Guidance/ Minimal Assistance/ Minimal Handling/ Equipment
- Factors behind successful Sitting to Standing

13.45 – 16.30

Practical Demonstrations & Group Practical

- Sitting to Standing from chair & bed #
- Assisted Walking (1 & 2 Handlers)
- Walking Aids (Zimmer Frames/ Walking Sticks/ Rollators)
- Standing to Sitting #
- Moving forward in the chair #
- Moving back in chair #
- Stand Aids
- Wheelchair/ Chair to Bed using Transfer Board #
- Managing the falling patient
- Use of Handling Belts

Day 2

9.15 – 12.45

Practical Demonstrations & Group Practical

- Bed Height & Posture Ergonomics
- Use of Profiling Beds

- Sitting from supine #
- Sitting from supine (Mobility Aids)
- Sitting from sidelying #
- Sitting to lying down supine
- Sitting to lying down sidelying #
- Rolling person from supine to side lying
- Positioning of Flat Sheets & Roller Sheets (rolling)
- Positioning of Flat Sheets (Unravelling technique)

12.45 – 13.30 Lunch

13.30 – 16.30

Practical Demonstrations & Group Practical

- Moving person up bed #
- Turning person on side using Flat Sheets with minimal handling
- Lateral supine bed transfer using Flat Sheets
- Turning person on side using Flat Sheets & mobile hoist
- Sling types & choosing the right *sling* size
- Fitting a sling on person lying in bed (rolling both ways)
- Fitting a sling on person lying in bed (Origami Technique)
- Fitting a sling between 2 flat sheets
- Fitting a sling using a Roller sheet

Day 3

9.15 – 12.45

- Principles of Hoisting & Use of Hoists
  Practical Demonstrations & Group Practical
- Standing Hoist
- Pushing & Pulling Mobile Hoists
- Hoisting person from a bed to chair
- Fitting a sling sitting in chair
- Hoisting person from a chair to bed

12.45 – 13.30 Lunch

13.30 – 15.00

Practical Demonstrations & Group Practical

- Sitting onto chair with verbal guidance
- Sitting from supine on the floor #
- Positioning of Flat Sheets on floor
- Moving person on floor from confined space using Flat Sheets
- Hoisting from floor to bed

15.00 – 16.00

- Practical Techniques/ Transfers Revision

16.00 – 16.30

- Effective Teaching Skills
- Preparation for Teaching Practice
- Course Development – Content/ Delivery/ Organisation
- Initial Workforce Training
- Refresher Training

Day 4

9.15 – 10.45

- Moving & Handling Risk Assessment
- Assessment Forms & Documentation
- Falls Assessment
- Practical Steps to Reduce Risk
- Selection & Use of Moving & Handling Equipment
- Reviewing & Monitoring Assessments
- Risk Assessment Group Work

10.45 – 11.45

Practical Demonstrations & Group Practical

- Assessing Upper & Lower Extremity Strength & Mobility

11.45 – 12.45

- Practical Assessment

12.45 – 13.30 Lunch

13.30 – 16.30

- Practical Assessment

# Denotes Verbal Guidance & Minimal Assistance Technique