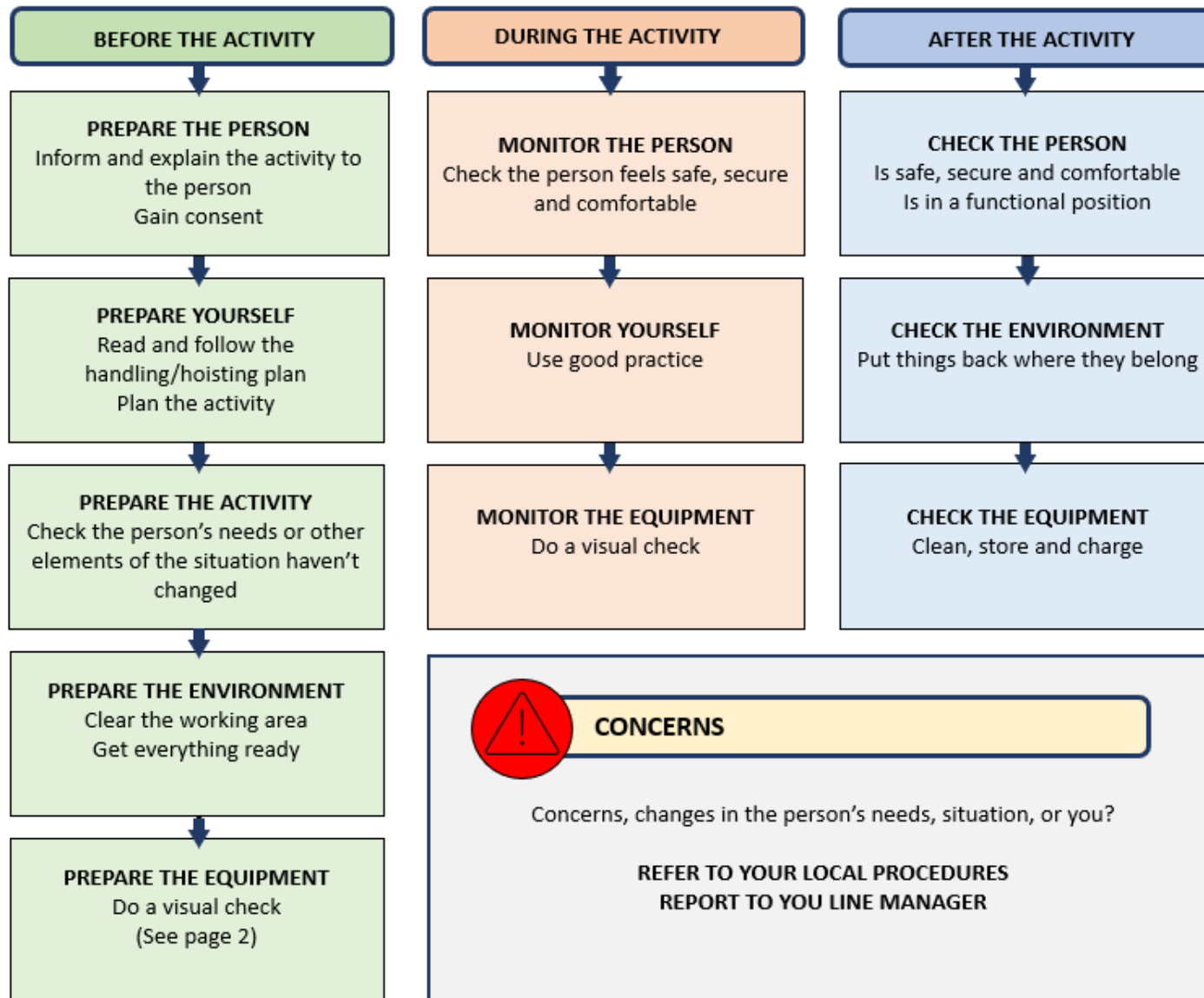
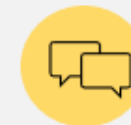


Yorkshire Back Exchange YBE Quick Reference Hoisting Activity Guidance



ALWAYS ENABLE

- Use a strengths-based approach.** Focus on what the person can do, not what the person can't do.
- Facilitate** the person's independence before, during and after the activity.
- Enable** the person to do as much for themselves as possible before, during and after the activity.



ALWAYS COMMUNICATE

- Communicate** at a level and pace that the person understands.
- Communication** is not just verbal, it includes body language, facial expressions, pointing and gesturing.
- Communication** is two way – watch and listen.

GENERAL GUIDANCE - GOOD PRACTICE

- Familiarise yourself with the hoist's emergency lifting and lowering systems.
- If fitting a sling on an air mattress, set the mattress to a static setting to provide a stable surface.
- Apply the sling first, bring hoist in last (unless otherwise risk assessed).
- Double check the sling prior to lifting – Do the 'tug test': CHECK that all loops/clips are attached as per handling plan. Raise the person to a point of tension then STOP. CHECK the loops/clips again, and ensure the person is symmetrical, secure, and comfortable before continuing.
- Whilst hoisting in/out of a profiling bed, raise the backrest and knee break to provide support, comfort, and ease of positioning (into bed).
- Whilst hoisting in/out of bed consider placing two layers of slide sheets under the person's heels to prevent friction and shear skin damage.
- Whilst hoisting out of a seated surface, ensure any lap belts, harnesses and/or foot straps are unfastened prior to lifting.
- Hoist the person just above both support surfaces to obtain sufficient clearance.
- Never use the hoist as a threat.
- Refit the sling (not applicable to in-situ slings) before each subsequent transfer (i.e., before transfer from chair to commode, and then again before transfer back to chair).
- Follow local policies and procedures regarding care and cleaning of the hoist.
- Hoists and slings must not be adapted or misused.

VISUAL CHECK OF SLINGS

Ensure:

- It has been assessed for the person and is fit for purpose.
- The sling is compatible with the person and the hoist.
- All labels are wash-proof, visible, legible and show SWL and unique identifier.
- LOLER checks are in date.
- There are no signs of fraying, tears, and critical stitching is intact.
- The loop/clips, and buckles (if applicable) have no signs of damage etc. Hook and loop (such as Velcro) fastenings (if applicable) work, are clean and free of fibres/ fluff etc.
- The sling is clean and dry prior to use.

VISUAL CHECK OF HOIST

Ensure:

- Safe working load (SWL) of the hoist is clearly displayed, and LOLER checks are in date.
- The hoist is clean and undamaged:
- The hoist works as intended – the lifting arm moves up and down, legs move in and out, and castors move freely i.e., free from carpet fibres/fluff etc (where applicable). All castors are in contact with the floor.
- The spreader bar rotates freely. There are no signs of wear or sharp edges on the spreader bar and the padding is intact.
- There are no fluid leaks (hydraulic hoists).
- The lifting tape is intact and not frayed (where applicable).
- The hoist is fully charged, and the battery is fitted correctly. Any leads are connected correctly. The emergency stop button is set correctly.



ENVIRONMENT

Ensure:

- The environment is prepared for the activity.
- The environment is prepared to ensure privacy and dignity.
- The environment is prepared to facilitate communication.
- The receiving surface (chair, bed etc) is in position.
- There is sufficient space to use the hoist safely.
- The floor is clear of obstacles.
- There is sufficient access around and under furniture.