

# FLOW CHART FOR USE OF HOISTS AND SLINGS

Have you had up to date Moving & Handling training, including hoist training?

YES

Is there a current & relevant handling/hoisting plan?

YES

Is the person's condition/ability the same as when they were assessed for this piece of equipment?

YES

Are there two handlers available to perform the task together? (Unless otherwise risk assessed)

YES

Are you familiar with this specific hoist/sling?

YES

## ENVIRONMENT

Is the area safe for hoisting?

- Sufficient space
- Clear of obstacles
- Access around and under furniture
- Clean/dry

YES

## HOIST

Are you familiar with the emergency stop and lowering systems?

NO

NO

NO

NO

NO

NO

DO NOT USE

Check with supervisor

DO NOT USE

NO

YES

START THE TASK

YES

Have you done a visual check?

- Clean and undamaged
- Label legible- SWL is clearly displayed
- Unique identifier
- LOLER/service up to date (approx 6 months)

YES

Is the sling the one identified in the handling/hoisting plan and is it still appropriate?

NO

YES

Is the sling compatible with the hoist?

NO

## SLING

YES

NO

Have you done a visual check?

- Battery charged
- LOLER/service up to date (approx 6 months)
- No obvious signs of damage
- The castors move freely
- Base adjustment/lifting and lowering mechanisms move freely
- Emergency button set in the correct position
- SWL is clearly displayed