

Manual Handling

SOLARIS CANCER CARE

Solaris Cancer Care has a **NO LIFT POLICY**

If the client requires assistance transferring,
this needs to be attended by their carer or
an Allied Health professional -
NOT SCC PERSONNEL

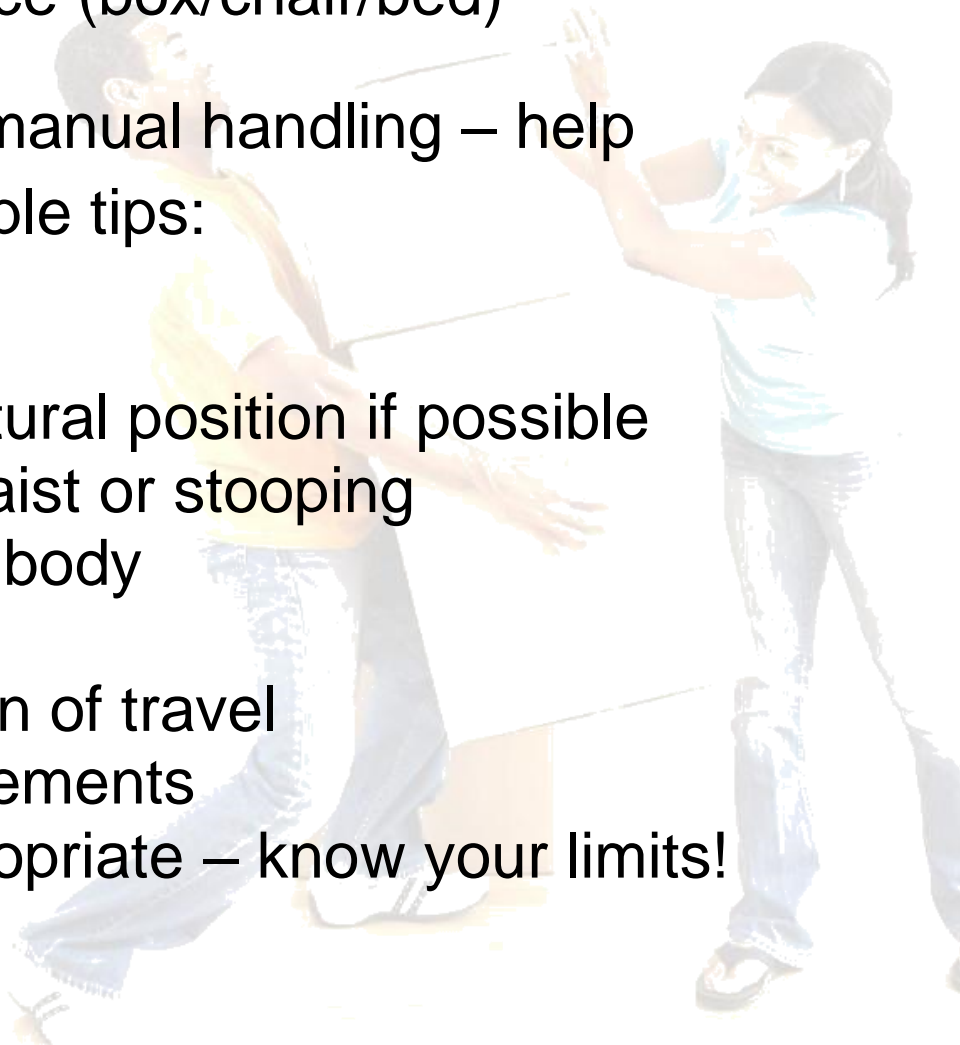


Manual Handling .. *is the*

Lifting, lowering, pushing, pulling, holding, carrying or throwing a load by bodily force (box/chair/bed)

When undertaking any sort of manual handling – help yourself by following these simple tips:

- Keep your feet wide apart
- Maintain your back in its natural position if possible
- Try to avoid twisting your waist or stooping
- Keep the load close to your body
- Get a good grip
- Position your feet in direction of travel
- Use smooth controlled movements
- Use team lifting where appropriate – know your limits!



Carrying heavy objects (“manual handling”)

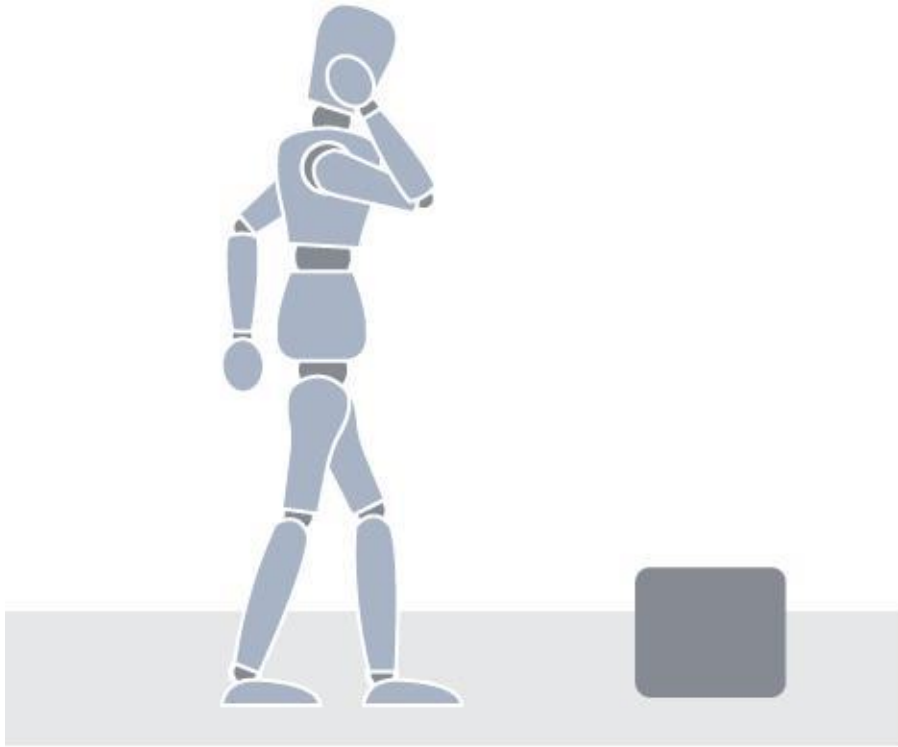
- **If you are required to carry something that is heavy or awkward, always assess the alternatives:**
 - *for example could you use a trolley?*

If this is not possible,

- *Perhaps you could ask someone else to help you.*

Only lift using the correct lifting technique – see following slides ...

Manual handling



Think before manual handling



Adopt a stable position

Manual handling

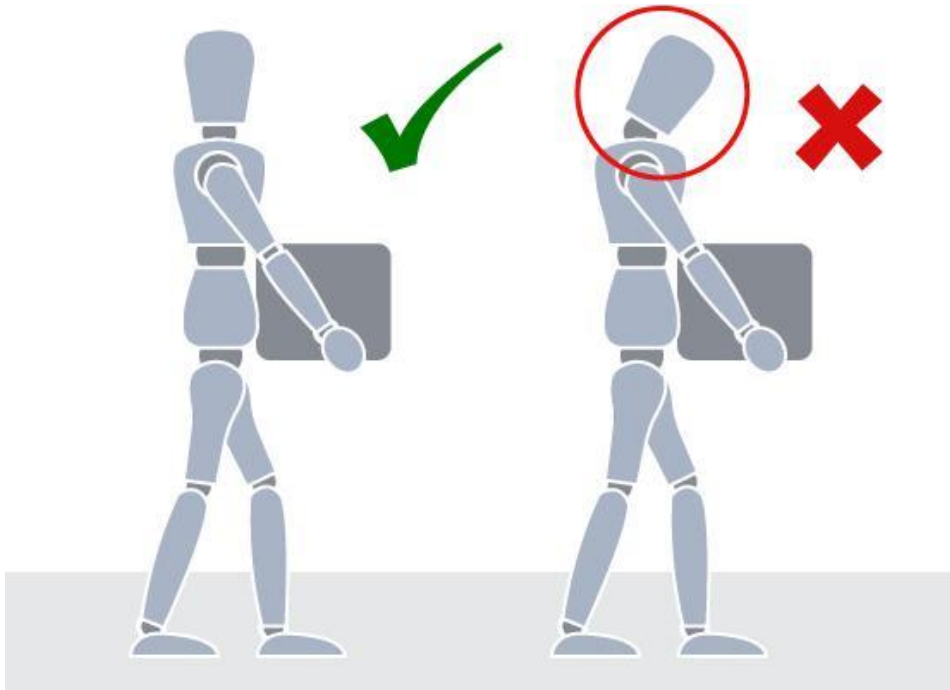


**Adopt the correct posture
- lift through the legs, not
the back**

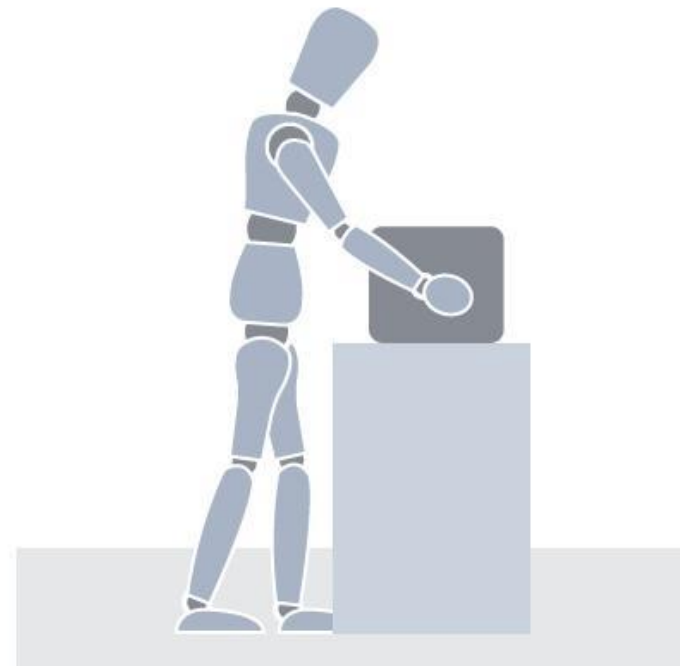


Carry close to the body

Manual handling

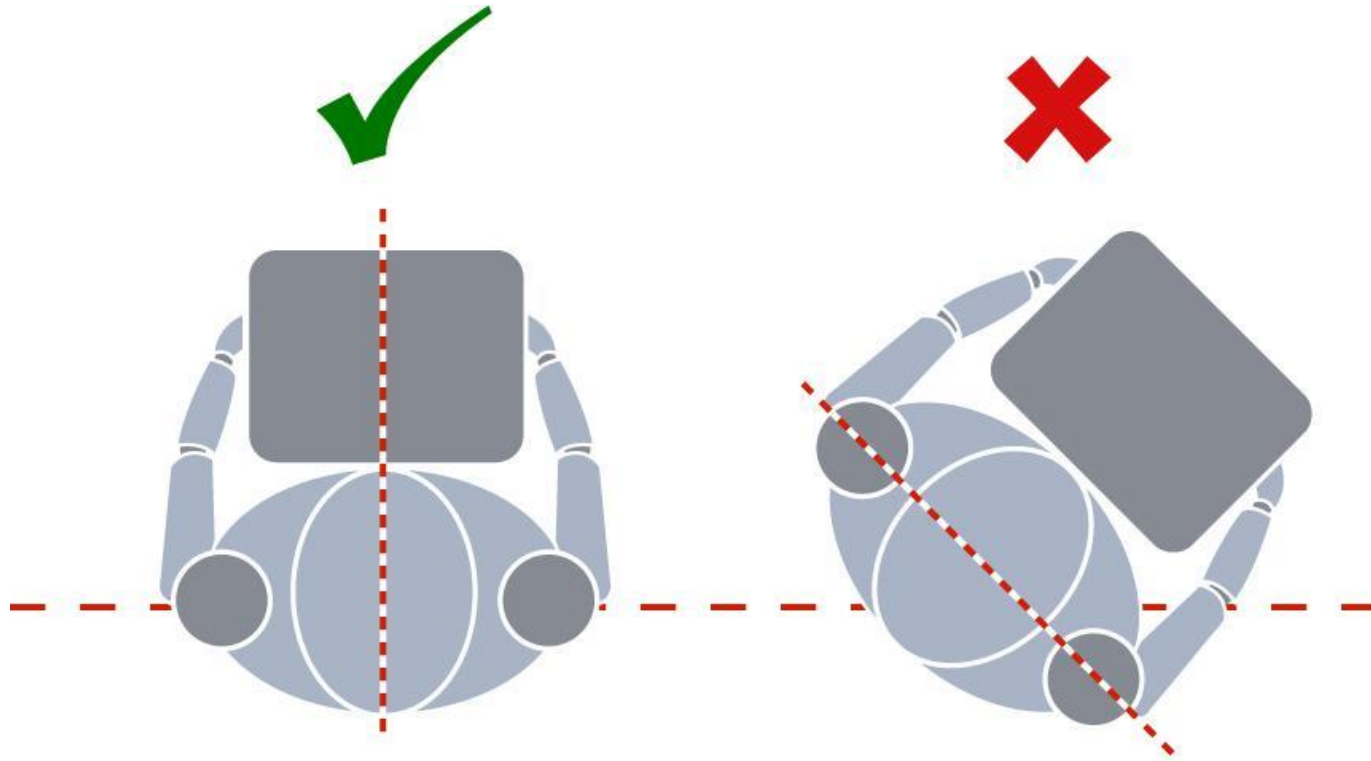


Keep head straight when walking



Put object down first then adjust its position

Manual handling



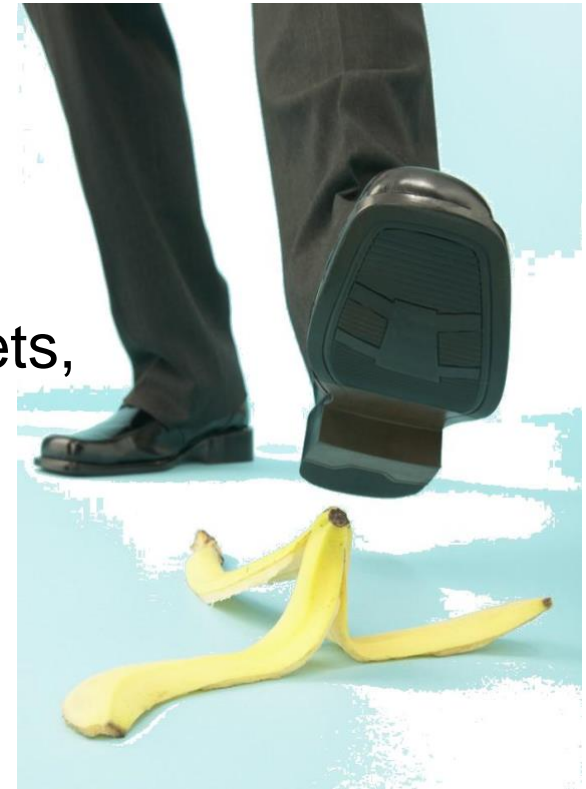
Do not twist or bend while carrying heavy objects

Slips, trips and falls

This is the second highest cause of workplace accidents / near misses after manual handling.

What you should do:

- Keep the work area tidy
- Report all potential hazards - loose carpets, trailing cables, handbags, etc – to:
 - your manager
 - the Health and Safety Officer
- Keep all exits and walk ways clear
- Pick up those banana skins!



PPE, COSHH, RIDDOR, Electrical safety

- **PPE** – Personal Protective Equipment – e.g. gloves, hard hats, safety goggles
- **COSHH** - Control of Substances Hazardous to Health – this could apply to products you use everyday – ALSO – be aware that printer products can be hazardous if handled or disposed of inappropriately
 - Always follow the manufacturer's instructions
- **RIDDOR** – Reporting of Injuries, Diseases and Dangerous Occurrences Regulations
 - Report all accidents or near misses to the Client Service Manager
- **Electrical safety** – do not attempt to carry out any work to electrical appliances, including simple tasks such as changing plugs. If you spot frayed cables or appliances that require attention - please contact the Client Service Manager

For more information

**Our health and safety policies and procedures
can be accessed in each centre**

