

# Safe Manual Handling

## INTRODUCTION

### LEGISLATION

Under Part 4 of the Health and Safety at Work etc Act 1974, employers must ensure that manual handling operations do not involve risks to health and safety. The Manual Handling Operations Regulations 1992 apply to any person carrying out manual handling work. It makes it a requirement to keep within the limits of safe working practices.



### TYPES OF INJURY

The body is made of bones with the muscles and connective tissue. These are ligaments and tendons which support the joints. There are many different types of injuries that can occur from manual handling.

- Back, neck, shoulder and arm problems
- Head, neck and spinal fractures
- Sprains, cuts and broken bones and overexposure to vibration



Anywhere in the musculoskeletal system can be injured.

## EMPLOYERS & EMPLOYEES

### EMPLOYERS DUTIES

#### Employer should:

- Assess the risks and identify all potential risks to health and safety in the workplace
- Set up a risk control system
- Establish a system of monitoring the risk control system
- Establish a monitoring team or a risk committee
- Set up a communication and training system
- Set up a system for reviewing and updating the risk assessment



### EMPLOYEES DUTIES

#### Employee must:

- Follow a safe system of work
- Report any potential hazard to the employer
- Report any damage to equipment
- Report any damage to themselves
- Report any damage to other workers

### PREVENTING BACK PAIN

The most at risk processes please follow these actions that you can take to reduce potential back pain from work:

- Avoid carrying objects which are heavy for long periods
- Avoid carrying objects which are awkwardly positioned e.g. carrying overhead
- Avoid carrying objects which are too heavy for your strength
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## RISK ASSESSMENT

### The purpose of a risk assessment is to:

1. Identify potential hazards by looking at the task, resources and the environment. Use this to decide why risks may be present in the process. In this case the manual handling hazard has to be assessed by the supervisor or supervisor.

### The person carrying out the assessment should be:

1. Suitable and fit (Health and Safety at Work etc Act 1974, Regulation 3(1) of the Manual Handling Operations Regulations 1992, the supervisor or supervisor)
2. Suitable skills and any assessments or training
3. Suitable job by supervisor being carried out
4. Competent for safety and the task



The assessment should be written down and the recommendations acted upon when necessary.

### RISKS

What action must prevent or control an issue from the beginning to the end. Source of Work-related risks to the supervisor:

- In the task
- In the environment
- In the equipment
- In the person carrying out the task
- In the supervisor
- In the supervisor's equipment or training
- In the supervisor's knowledge or experience
- In the supervisor's behaviour
- In the supervisor's attitude
- In the supervisor's physical condition

### CONTROLS

#### In the task:

- Is the task suitable?
- Is it simple?
- Is the load light as a maximum weight?
- Is there assistance or help for the person carrying out the task?
- Is the task repetitive?
- Is the task repetitive e.g. lift and move or lift and hold?

### INDIVIDUAL

#### • Am I fit and trained to carry the load?

#### • Am I wearing personal protective equipment?

#### • Am I using a mechanical device?

#### • Am I using a mechanical device to assist me in my work?

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## HANDLING TECHNIQUES

### Plan - PLANS

- What am I going to do?
- What can I do?
- What are the options?
- Are there any other choices?
- Do I know how?
- Do I need to reassess any circumstances?



### Plan - PREP

- Plan a suitable surface for the task
- Plan your feet spread to give you a good balanced position
- Plan the handling tool and if a mechanical lifting device is the preferred choice



### Plan - POSITION

- Keep the object as low as possible
- Bend the front foot so it will not strain the knee
- Keep the back foot firmly in contact with the floor
- Keep the abdomen tight

### Plan - MOVE

- Check the area around the task
- Check the surface for any obstacles
- Check the floor surface for any debris



### Plan - LIFT

- Keep the object as low as possible
- Bend the front foot so it will not strain the knee
- Bend the back foot firmly in contact with the floor
- Keep the abdomen tight
- Lift the object slowly and steadily
- If you have to twist, turn the feet
- Turn the feet to the side
- Turn the object when it reaches the shoulder height



# How Long Does Manual Handling Last

**WJ Hussar**

## **How Long Does Manual Handling Last:**

*Manual Handling in Health and Social Care* Michael Mandelstam,2002-02-15 This book presents an accessible overview of manual handling legislation legal case law national guidance policy and practice A stand alone overview of manual handling law and practice is followed by more in depth material in A Z format and fully cross referenced which allows the reader to look up issues for quick access to more information

**The Royal Marsden Manual of Clinical Nursing**

**Procedures** Lisa Dougherty,Sara Lister,Alex West-Oram,2015-03-17 The Royal Marsden Manual of Clinical Nursing Procedures has been the number one choice for nurses since it first published over 30 years ago One of the world s most popular books on clinical skills and procedures it provides detailed procedure guidelines based on the latest research findings and expert clinical advice enabling nurses and students to deliver clinically effective patient focused care The ninth edition of this essential definitive guide written especially for pre registration nursing students now includes a range of new learning features throughout each chapter that have been designed to support student nurses to support learning in clinical practice Providing essential information on over 200 procedures this manual contains all the skills and changes in practice that reflect modern acute nursing care

**Training Practice** Penelope Hackett,Penny Hackett,2003 This definitive introduction to training learning and development will show you how to identify learning needs assess and evaluate effectively and design and deliver successful training programmes

**OSHA Technical Manual** United States.

Occupational Safety and Health Administration,1990

**The Royal Marsden Manual of Cancer Nursing Procedures**

Sara Lister,Lisa Dougherty,Louise McNamara,2018-10-02 The Royal Marsden is the world s first hospital dedicated to cancer diagnosis treatment research and education a centre of excellence with an international reputation for ground breaking research and pioneering the very latest in cancer treatments and technologies as well as specialising in cancer diagnosis and education This companion volume to the internationally successful The Royal Marsden Manual of Clinical Nursing Procedures is designed to support practitioners who work specifically with oncology patients by providing detailed evidence based procedures and rationale and problem solving guidance on all aspects of oncology nursing The Royal Marsden Manual of Cancer Nursing Procedures Is organized and structured to represent the needs of the patient along their care pathway Provides the latest evidence underpinning all procedures Includes information on haematological procedures pain assessment and management wound care oncological emergencies and end of life care Gives detailed guidelines on supporting patients living with cancer with practical information on such things as benefits exercise and nutrition The Royal Marsden Manual of Cancer Nursing Procedures is an invaluable definitive resource for all those involved in the provision of cancer care and support to patients and their families

**The Great Ormond Street Hospital Manual of Children's Nursing Practices** Susan Macqueen,Elizabeth Bruce,Faith Gibson,2012-06-18 Clinical skills are a fundamental aspect of nursing care of children and young people The Great Ormond Street Hospital Manual of Children s Nursing Practices is an evidence based

manual of practical skills in children s nursing which builds on the extensive expertise developed at Great Ormond Street Hospital It encompasses all aspects of children s nursing from the most basic aspects of everyday practice to advanced practice in high dependency and intensive care to provide a comprehensive resource for all qualified nurses students and other health care professionals involved in caring for children both in the hospital and the community setting Children s and young people s nursing presents unique challenges The Great Ormond Street Hospital Manual utilises the latest clinical research and expert clinical knowledge to address these challenges and provides the underlying theory and evidence for nursing care of children It provides a definitive guide to clinical skills procedures in children s and young people s nursing which enables nurses working with children and young people to practice confidently and deliver clinically effective family centred care Key features Offers access to clinical procedures developed through the extensive expertise from Great Ormond Street Hospital Contains evidence based recommendations for expert care Encompasses all aspects of children s care Contains procedures guidelines students can rely on and effectively use in practice following qualification Highlights specific needs of neonates and adolescents Placed in the context of inter disciplinary care of the child Includes the rationale for each procedure the why as well as how Information presented in a similar way to The Royal Marsden Manual of Clinical Nursing Procedures offering continuity to those working in both adult and paediatric settings This title is also available as a mobile App from MedHand Mobile Libraries Buy it now from iTunes or the MedHand Store [OSHA Technical Manual](#)

Occupational Safety and Health Administration, Staff,1999-08-01 Used by the OSH Administration s compliance officers as a reference for technical information on safety and health issues this manual enables both business and industry to evaluate their own facilities for compliance with the Occupational Safety and Health Act The manual features all compliance and regulatory revisions issued by the Occupational Safety and Health Administration effective January 20 1999 and covers such topics as sampling and measurement methods health hazards construction operations health care facilities ergonomics and personal protective equipment [OSHA Technical Manual](#) United States. Occupational Safety and Health Administration.

Directorate of Technical Support,1991 **The Complete Manual for Young Sportsmen: with Directions for Handling the Gun, the Rifle, and the Rod; the Art of Shooting on the Wing; the Breaking, Management, and Hunting of the Dog; the Varieties and Habits of Game; River, Lake, and Sea Fishing, Etc. ...** Frank Forester,1868 [A Manual for Training Reclamation Inspectors in the Fundamentals of Hydrology](#) Willie R. Curtis,Kenneth L. Dyer,George P. Williams,U.S. Department of the Interior. Office of Surface Mining and Enforcement,1987 [Chemical, Color and Oil Record ,1926](#)

**The City & Guilds Textbook: Book 1 Electrical Installations for the Level 3 Apprenticeship (5357), Level 2 Technical Certificate (8202) & Level 2 Diploma (2365)** Peter Tanner,2018-10-29 Equip yourself with the tools for success in Electrical Installations with this comprehensive new textbook published in association with City Guilds and IET which has been fully updated in line with the 2018 18th Edition wiring regulations Study with confidence using the most up

to date information available for the new specifications and industry standards Enhance your understanding of concepts in electrical installation with clear and accurate technical drawings and step by step photo sequences Prepare for your trade tests or end of year exams with end of chapter practice questions and a final assessment preparation chapter Get ready for the workplace with Industry Tips and guidance on values and behaviours Engage with author Peter Tanner's accessible text drawing on his extensive industry experience

### **People and Rail Systems**

John R. Wilson, Beverley Norris, Ann Mills, 2016-12-05 Following on from 2005's *Rail Human Factors Supporting the Integrated Railway* this book brings together an even broader range of academics and practitioners from around the world to share their expertise and experience on rail human factors. The content is both comprehensive and cutting edge featuring more than 55 chapters addressing the following topics: Passengers and public; Driver performance and workload; Driving and cognition; Train cab and interfaces simulation and design; Routes, signage, signals and drivability; Signalling and control of the railway; Planning for the railway; Engineering work and maintenance; Level crossings; Accidents and safety; Human error and human reliability; SPADs; signals passed at danger; Human factors integration and standards; Impairments to performance; Staff competencies and training; People and Rail Systems. *Human Factors at the Heart of the Railway* will be invaluable for all those concerned with making railways safer, more reliable, of higher quality and more efficient. It will be essential reading for policy makers, researchers and industry around the world.

### **The Railway Engineer**, 1909    Community Care Practice and the Law

Michael Mandelstam, 1999

This second edition of *Community Care Practice and the Law* has been substantially rewritten and restructured to reflect the rapid change affecting community care in legislation, the law courts, policy and practice. The book bridges the gap between law and practice by juxtaposing fully and systematically legislation, legal judgments in the courts, local ombudsman and health service ombudsman findings, Parliamentary debates and answers, and numerous reports about practice from the Department of Health, voluntary organisations, professional associations and academics. Distinctive features of the book include two large digests of cases containing well over three hundred legal judgments and local ombudsman investigations; a chapter consisting of a practical checklist of questions for managers, practitioners and users of services and their advisors to check the lawfulness of policies, eligibility criteria and individual decisions; two overview stand alone chapters one summarising the system the other highlighting underlying themes and mechanisms; an inclusive approach embracing not only a range of both residential and non-residential care services but also equipment and home adaptations, carers direct payments, NHS services generally and continuing care moving and handling law, legislation and guidance old and new; underlying joint working and joint finance avoidance of jargon.

### Manual of Biobank Quality Management

Agnieszka Matera-Witkiewicz, Joanna Gleńska-Olender, Izabela Uhrynowska-Tyszkiewicz, Małgorzata Witoń, Karolina Zagórska, Katarzyna Ferdyn, Michał Laskowski, Patrycja Sitek, Błażej Marciński, Jakub Pawlikowski, Dominik Strapagiel, 2023-02-14 This pioneering handbook serves as an essential tool for any biobanking entity to create, implement and continuously improve their Quality Management.

System QMS Written in a concise and highly readable manner all biobanking related QMS aspects ranging from legal aspects to safety matters are addressed according to the best knowledge in compliance with the dedicated Biobanks ISO standards Following a practical approach by making use of FAQ and common practice sections this book guides the readers through this complex field in an easy to understand way The guidelines are convergent not only with ISO 20387 2018 Biotechnology Biobanking General requirements for biobanking but also with ISO 9001 2015 ISO 19011 2018 ISO 27000 2014 and ISO 27002 2013 Furthermore they are compatible among others with the recommendations of the Organization for Economic Cooperation and Development OECD IARC and ISBER Best Practices Aimed at both biobank employees and other stakeholders e g public bodies political bodies hospitals pharmaceutical industry funders at any level of experience the book serves as valuable source for self education and teaching The manual complies to the principles of responsibility openness and transparency and can be used by any biobanking unit regardless of the biological material the biobank operates with and independent of their associated biobank network On behalf of a group of specialists and experts in the area of biobanking regarding Quality Management Systems QMS Ethical Legal and Societal Issues ELSI and IT solutions the authors present with this book a significant achievement based on activities within the project European Research Infrastructure BBMRI ERIC Quality Standards for Polish Biobanks Handbook QSPB

**Design Engineering Manual** Mike Tooley, 2009-10-30

Design Engineering Manual offers a practical guide to the key principles of design engineering It features a compilation of extracts from several books within the range of Design Engineering books in the Elsevier collection The book is organized into 11 sections Beginning with a review of the processes of product development and design the book goes on to describe systematic ways of choosing materials and processes It details the properties of modern metallic alloys including commercial steels cast irons superalloys titanium alloys structural intermetallic compounds and aluminum alloys The book explains the human system interface procedures to assess the risks associated with job and task characteristics and environmental factors that may be encountered at work and affect behavior Product liability and safety rules are discussed The final section on design techniques introduces the design process from an inventors perspective to a more formal model called total design It also deals with the behavior of plastics that influence the application of practical and complex engineering equations and analysis in the design of products Provides a single source of critical information to the design engineer saving time and therefore money on a particular design project Presents both the fundamentals and advanced topics and also the latest information in key aspects of the design process Examines all aspects of the design process in one concise and accessible volume

**Railway Age**, 1929

**Mechanical Handling and Works Equipment**, 1920

*The Journal of the Society of Automotive Engineers*, 1927

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