

MANUAL HANDLING CHECKLIST

Name:

Date:/...../.....

Instructor / Assessor:

Checklist	1 Person T/F	2 Person T/F
1. Check and clear the surrounding area (i.e. is the floor cluttered or wet?)		
2. Plan the lift. Nominate a team leader and give instruction to other staff, where appropriate		
3. Inform client of the procedure and give instruction		
4. Furniture and equipment appropriately placed		
5. Brakes applied		
6. Client well supported, correct handgrip		
7. Good base of support, correct foot placing		
8. Hips and knees flexed		
9. Back straight		
10. Abdominal bracing		
11. Coordinated lift, (i.e. 1, 2, 3, lift)	Not applicable	
12. Client seated gently and safely		
13. Client repositioned comfortably and adequately restrained		
14. Evaluate the quality of the lift Could it have been performed differently?		
15. Theory question on the principles of safe lifting		
Total points out of 15 =		

Areas for Improvement:

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