

# CHECKLIST FOR USING A HOIST & SLING

Name: .....

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

Instructor / Assessor: .....

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

Person Reassessing: .....

Checklist	Assessment	Reassessment
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, if necessary.		
3. Talk to the client and inform them of the procedure. + <i>GAIN consent</i>		
4. Correct placement of equipment, eg, hoist, wheelchair, lounge chair, shower chair, etc.		
5. Application of brakes to wheelchair, shower chair or lounge chair but <u>not</u> the hoist.		
6. Correct placement of the sling around or under the client.		
7. The client is adequately supported whilst positioning the sling.		
8. The carer has a good base of support with correct foot placement whilst positioning the sling.		
9. The carer bends at the hips and knees whilst positioning the sling (if necessary).		
10. The carer has a straight back during the lifting procedure and their bottom pointing out.		
11. The carer's body is close to the hoist and/or client during the lift.		

Checklist	Assessment	Reassessment
12. The hoist is appropriately positioned, eg, spreader bar positioned over the client's abdomen.		
13. The sling is correctly attached to the spreader bars and leg straps are crossed between the client's legs (for full body sling)		
14. The client is comfortably positioned in the sling, ie, leg straps not cutting into the groin. (especially standing sling)		
15. The client is safely elevated ie, clearing the edge of the bed or bath, etc.		
16. The hoist is moved safely and appropriately into the next position.		
17. The carer uses their body safely and appropriately whilst moving the hoist.		
18. The client is lowered safely into position and given adequate support.		
19. Safe removal of the sling ie, loops are slack when unhooked from the spreader bar.		
20. Theory question on the principles of safe lifting.		
<b>Total points - out of 20</b>		

#### Areas for Improvement:

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## ASSESSOR'S GUIDE

1 = Correct first time

½ = Almost correct

0 = Incorrect or unsafe

) Assessor must demonstrate and  
)  
) explain the correct procedure.

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**Note:**

Staff scoring less than 16 points should be reinstructed, supervised and reassessed at a later date.

Score	
0 - 11	You are <u>very</u> unsafe in your lifting and manual handling. You require lots more practise and supervision.
12 - 15	Elements of your lifting and manual handling are unsafe. You still require more practise and further supervision.
16 - 19	Your manual handling and lifting technique is good, but there are still areas for improvement.
<u>20</u> 20	Well done!  You are a safe, efficient and experienced lifter. You use your body very well and are considerate of your clients and fellow staff.