



SWI number:	SWI-OCC-001-2013
Version:	3.0
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Applies to:	Accommodation Services staff
Issued by:	Accommodation Services
Delegated authority:	Joe Young Executive Director Disability Services
Resource custodian:	Lorraine Marshall Director of Nursing
Due for review:	August 2023
Confidentiality:	Public
DHS strategic objective:	Provide the best services

Accommodation Services

Safe Work Instruction

Rolling and Repositioning a Person

Stop, Think, Assess, Review

Stop before you begin, you **must review** the Support Plan of the client being assisted.

Think about the task, any equipment needed and the readiness of the client. Think about other options if this task cannot be done safely.

Assess the client by watching/talking to them to see if they are willing and able to participate in the task.

Review other options available if client not ready for task. Talk to supervisor/manager about other options.

Potential Hazards

1. Muscular or soft-tissue injury to client from incorrect handling, movement or posture.
2. Muscular, soft-tissue or skeletal injury to workers from incorrect movement, posture, over-reaching or lifting the weight of the client.

Safety Provisions

To prevent risk of injury to workers or clients during this manual task:

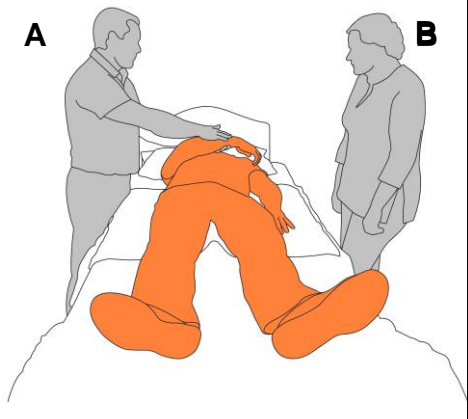
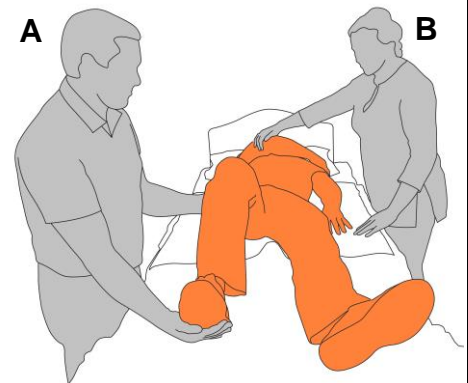
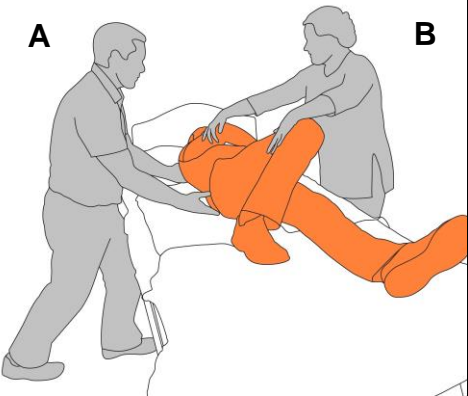
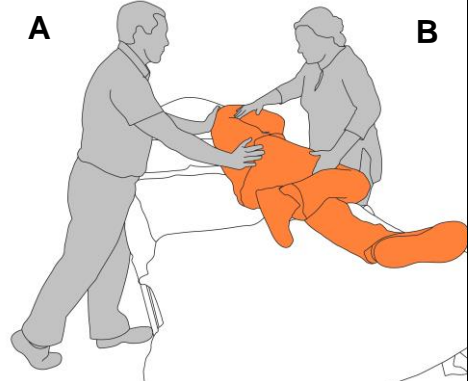
- a. Follow **all** steps of this Safe Work Instruction (SWI).
- b. Be aware of movements during task, do not exceed your ability.
- c. Minimum of 2 workers for this task (unless otherwise specified in support plan).
- d. Communicate with client and other workers at every step of this task.

Instruction

Set Up

1. Refer to client's Support Plan for specific information.
2. Ensure handling is done with flat open hands (not grasping with opposing thumb and fingers).

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Operation		
Step	Worker Action	Diagram
1. Prepare client's arm for roll.	<ul style="list-style-type: none"> One worker on each side of bed, unless otherwise indicated in client's support plan. If bed has brakes, put these on. Ensure bed height is at wrist height of tallest worker if possible. Worker A places client's arm across chest. 	
2. Put client's leg in position for roll.	<ul style="list-style-type: none"> Worker A brings client's leg up by bending it at the knee. Ensure handling is done with flat open hands (not grasping with opposing thumb and fingers). 	
3. Staff position hands to commence roll.	<ul style="list-style-type: none"> Worker A has hands on client's hip and back of shoulder. Worker B with hands on client's elbow and knee is not required to lean and is in comfortable starting position. Ensure no excessive reaching or leaning, 	
4. Roll client onto side.	<ul style="list-style-type: none"> Worker B counts in the task (such as 1,2,3). Workers use combined pushing/pulling motion to gently roll client onto side. Worker A does a pushing action, and worker B does gentle pulling action. 	

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Operation		
Step	Worker Action	Diagram
5. Stabilise client.	<ul style="list-style-type: none"> When client on side, workers are to ensure they are stable and will not roll back. Worker B to reposition hands on hip and upper trunk. Ensure client is in a stable side position. 	
6. Reposition client.	<ul style="list-style-type: none"> If intention is to reposition client, roll client back once a slide sheet has been placed at their side. Pressure at the pelvis/hip is effective to facilitate rolling back. Refer to SWI detailing Use of a Slide Sheet – Moving a Person Side-to-Side. 	
Conclusion		
1. Safely conclude task.	<ul style="list-style-type: none"> Make sure client is comfortable and in a supported position. Place any equipment in correct storage areas. Document any incident and report to supervisor immediately. 	

Approval

Content Author:	Resource Custodian:	Delegated Authority:
Date: August 2020	Date: August 2020	Date: August 2020
Name: Sharon Donnison Position: Training Manager	Name: Lorraine Marshall Position: Director of Nursing	Name: Joe Young Position: Executive Director Disability Services