



8d. Lying to sitting, and sitting to lying using the bed - 1 worker

How to use this form:

This procedure must be reviewed for appropriateness in the immediate workplace by the supervisor/manager in consultation with the staff doing the task.

Staff contributing to the review of the procedure for the immediate workplace:

Date:



Identified risks for this task	Risk controls
<ol style="list-style-type: none"> 1. Implementing this procedure for clients who are UNABLE to assist. Clients with large/heavy legs which need to be lifted. 2. Using upper body strength to complete the task. 3. Inappropriate height and position of bed. 4. Bed head not adjustable. 5. Bed moving during procedure. 6. Worker not trained in manual handling principles and techniques which support the safe application of this procedure. 7. Worker not trained/instructed in this safe work procedure. 	<ol style="list-style-type: none"> 1. This procedure is only to be used with clients who are able to assist. Use an alternative method for clients who cannot assist. 2. Apply the techniques of manual handling as per this procedure. 3. Ensure clear access to one side of the bed. Adjust bed to safe working height as per this procedure. 4. Ensure the bed has a working elevating head end. Use alternate procedure for lying to sitting at edge of bed – 1 worker. 5. Apply brakes on bed. If not working, complete an OHS Hazard Report Form and/or maintenance request. 6. Worker should receive training/instruction in the principles of manual handling to safely perform this task. 7. Worker must receive appropriate on site training/instruction in this procedure prior to performing this task.
<p>Ongoing review requirements</p> <ul style="list-style-type: none"> • Review the relevance and currency of this procedure to the client as part of the client review process. • If an injury/incident occurs relating to this particular task. • If changes are made to the workplace that may affect implementation of this procedure. 	<p>Reviewed by:</p> <p>Reason for review:</p> <p>Review date:</p> <p>Manager's Signature:</p> <p>Date:</p> <p style="text-align: right;">Please turn over for Task Steps...</p>



8d. Lying to sitting, and sitting to lying using the bed - 1 worker

TASK STEPS

Only use this procedure for clients who can assist and are able to support most or all of their body weight throughout the task.

Preparation

1. Position bed to allow access for one Worker along one side of the bed.
2. Brakes applied on bed, obstacles removed, bed rails lowered (if applicable).
3. Where possible adjust the bed height so that the client's feet will be on the floor when they sit on the side of the bed.
4. Client moves across the bed towards the side of the bed where they are to sit (see 8e Moving Across and Up the Bed by Bridging)
5. Elevate the head end of the bed so the client is sitting in a long sitting position, supported by the bed head.
6. Explain to the client what you are going to do and what you want them to do.

Moving from Long Sitting to Sitting on the edge of the Bed

1. Client is long sitting on the bed supported by the elevated bed head.
2. The worker stands close to and facing the side of the bed in a wide stance. Maintain the three natural curves of the spine. Soften (the knees), Sink (at the hips) and Stabilise (the pelvic floor and lower abdominals).
3. The worker positions the hand at the head end of the bed onto the client's hip that is closest to them and applies firm pressure as an anchor point. The worker slides their other hand under the client's calves.
4. The worker steps back with the leg nearest the foot end of the bed, turning to face the foot end as the client's legs are moved over the edge of the bed. The worker uses the client's calves and hip as points of control and the client sits up.
5. Ensure the client is sitting on the edge of the bed, with feet comfortably reaching the floor.
6. Stand in front of the client and steady the client sitting on the edge of the bed.



Please turn over for Task Steps continued...

A slide sheet positioned under the client's bottom will help them to swivel easily. Ensure the slide sheet is positioned at least 15 cm in from the edge of the bed. Position the slide sheet under the client when they are in a lying position (see 8e Moving Across and Up the Bed by Bridging).

Moving from Sitting on edge of Bed to Lying

1. The client is sitting on the edge of the bed with their feet comfortably reaching the floor.
2. Raise the head end of the bed.
3. The worker stands beside the client's leg that is closest to the head end of the bed. Face the foot end of the bed in a forward/backward lunge position. The outside leg is positioned to the back. Maintain the three natural curves of the spine. Soften (the knees), Sink (at the hips) and Stabilise (the pelvic floor and lower abdominals).
4. The worker positions the hand at the head end of the bed onto the client's hip that is closest to the head end of the bed and applies firm pressure as an anchor point. The worker slides their other hand under the client's calves.
5. The worker steps forward with the outside leg, turning to face the side of the bed as the client's legs are moved up over the edge of the bed. The worker uses the client's calves and hip as points of control.
6. The client swivels and is long sitting against the raised head of the bed.
7. Lower the head end of the bed so the client is in a lying position.

A slide sheet positioned under the client's bottom will help them to swivel easily. Ensure the slide sheet is positioned at least 15 cm in from the edge of the bed. Position the slide sheet onto the bed prior to the client sitting down.



Concluding task

1. Raise or position bed rails (if required)