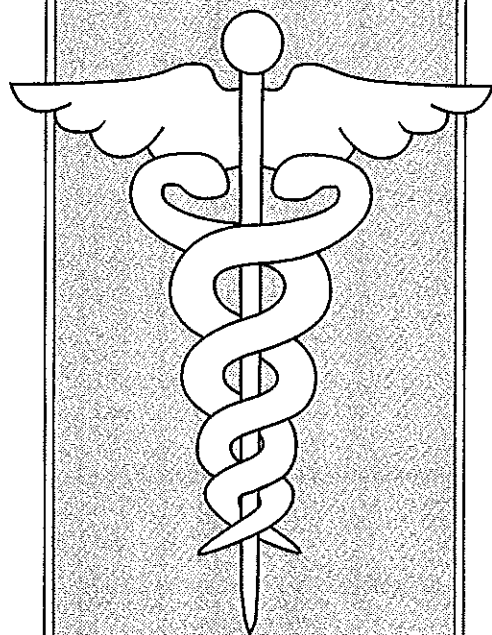


**Long Term Care  
Network,  
A Division of  
PRIMEDIA Healthcare**

# **Transferring and Lifting Residents**

**EDA 311-0167**



*presenter*

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LONG TERM CARE NETWORK

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## INTRODUCTION

This program's presenter discusses how to move residents correctly and safely. Learning the proper transferring, lifting, and transporting techniques reduces the risk of injury—for both the caregiver and the resident—and helps ensure that moving residents is no more disruptive than necessary.

## TARGET AUDIENCE

The target audience for this activity is certified nursing assistants.

## LEARNING OBJECTIVES

After completing this activity, the participant should be able to:

1. understand basic body mechanics.
2. understand the correct way to lift.
3. understand different and correct ways to transfer people.
4. understand the *dos* and *don'ts* of transporting people.

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This syllabus is designed to be used in conjunction with video program EDA 311-0167 by the Long Term Care Network, a division of PRIMEDIA Healthcare. PRIMEDIA Healthcare is a division of PRIMEDIA Workplace Learning.

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# **TRANSFERRING AND LIFTING RESIDENTS**

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## **BASIC BODY MECHANICS**

Thirty percent of job-related injuries are back injuries. (Twice as many back injuries happen at home or at play.) To avoid such injuries and others, follow these basic guidelines:

- ❖ Keep your back straight; use your knees to bend to the level that you are going to work.
- ❖ Use leverage; keep your load (object or resident) close to your body.
- ❖ Avoid twisting your back; pivot your body instead of twisting.
- ❖ Avoid lifting if possible; slide, push, or pull the object instead.
- ❖ Use a wide base of support to give yourself good balance (i.e., place your feet shoulder-width apart).

## **LIFTING**

When lifting an object or a resident, face the object or resident and avoid twisting your own back. Remember to keep a straight back, bend your knees, place your feet shoulder-width apart for a wide base of support, and use your legs, not your back, to lift. Your legs are much stronger than your back and are designed to lift objects.

For best balance, carry the lifted object or resident close to your body at waist level. Wear sensible shoes, clear your pathway, use mechanical aids (e.g., lifts, push carts, wheelchairs) when necessary, and most importantly, ask for assistance if the resident or object is too large or heavy for one person to lift. It is always better to get assistance than to take the risk of injuring yourself or others.

There is no one way to lift. It depends on the size and weight of the object or resident being lifted, the location of the load, and the condition of your own body.

## **TRANSFER TECHNIQUES**

The methods of transferring a resident from a wheelchair include:

- ❖ the basic transfer technique.
- ❖ the standing pivot transfer technique.
- ❖ the technique for transferring a dependent resident.

### **ESSENTIALS**

Essentials of safe transferring include:

- ❖ being aware of the resident's physical and cognitive abilities.
- ❖ knowing your own physical and communication abilities.
- ❖ being able to give clear directions to the resident you are transferring. Remember to talk to the resident throughout the transfer so that he or she knows what you are doing and why you are doing it.
- ❖ using proper lifting techniques.
- ❖ being aware of proper safety aspects of transferring:
  - Make sure the equipment to be used is in working condition.
  - Lock all moving equipment (i.e., beds and wheelchairs) in place.
  - Use a gait belt on all transfers.
  - Make sure you have a clear pathway.
  - Move the wheelchair foot rests out of the way when possible.

### ***BASIC TRANSFER TECHNIQUE***

The basic transfer technique consists of these steps:

- ❖ Explain the transfer to the resident so that he or she understands the reason for the move. This explanation helps the resident help you during the transfer.
- ❖ Position the wheelchair at a 60° angle to transfer surface (i.e., bed, toilet, chair).
- ❖ Fasten the gait belt around the resident's waist. Use the belt to help lift and transfer the resident.
- ❖ If necessary, place your arm around the resident's back for support.
- ❖ Do not pull the resident up by the arms, because doing so may cause an injury.
- ❖ Remember to pivot, and do not twist your own back.

### ***STANDING PIVOT TRANSFER TECHNIQUE (WHEELCHAIR TO BED)***

Note: This type of transfer requires the resident to be able to stand and bear some weight. The standing pivot transfer technique consists of these steps:

- ❖ Position the wheelchair at a 60° angle to the bed.
- ❖ Lock the brakes.
- ❖ Place gait belt securely around resident's waist.
- ❖ Position the resident's feet flat on the floor, directly underneath him or her, behind the knees if possible, and 6-10 inches apart for balance.
- ❖ Stand in front of the resident on the weaker side and ask him or her to lean forward and push on the armrests of the wheelchair.
- ❖ Hold on to the gait belt and, using your knees to lift, assist the resident to his or her feet.
- ❖ Pivot the resident and yourself, make sure his or her legs are against the bed, and assist the resident in sitting on the bed.
- ❖ Have the resident reach for the bed, bend his or her knees, and sit down. Be gentle; do not let the resident "plop" down.

- ❖ Be sure the resident is safe, assist him or her to lie down, and remove the gait belt.

### ***TRANSFERRING A DEPENDENT RESIDENT (WHEELCHAIR TO BED)***

The technique for transferring a dependent resident consists of these steps:

- ❖ Position the wheelchair at a 60° angle to the bed.
- ❖ Lock the brakes.
- ❖ Place gait belt around resident's waist.
- ❖ Unfasten any seatbelts or waist restraints.
- ❖ Position the resident's feet together on the floor in front of him or her.
- ❖ Using proper body mechanics, bend from your knees to the proper level, put your hands behind the resident's buttocks, and ease him or her forward in the wheelchair.
- ❖ Stabilize the resident's feet by placing your feet on either side of his or hers.
- ❖ Assist the resident in leaning forward. His or her hands can stay in the lap.
- ❖ Reach under his or her arms and hold on to the gait belt.
- ❖ Keep your knees bent in front of the resident's knees.
- ❖ Gently rock with the resident to get momentum. Count to three and pivot the resident to the bed.
- ❖ Ease him or her to the bed. Secure the resident in a safe position and remove the gait belt.

Some facilities also use mechanical lifts, primarily for residents who are totally dependent or are too heavy to be transferred safely by several people.

## **TRANSPORTATION**

### ***WHEELCHAIR SAFETY TECHNIQUES***

Always follow these wheelchair safety guidelines:

- ❖ Brakes should always be locked during transfers.
- ❖ Do not let a resident stand on foot rests.

- ❖ Do not approach a resident from behind and begin to move the chair without letting him or her know. Approach from the front of the chair and explain what you are going to do, then move behind the chair to push it.
- ❖ Before pushing a resident, check to make sure his or her feet are on the pedals, not under a wheel.
- ❖ Position the resident's arms on the armrests or in the lap so that his or her elbows are not in danger of being hit on door frames or other stationary objects.
- ❖ To go up a ramp, proceed in a forward motion.
- ❖ To go down a steep ramp, turn the resident around and go down the ramp backward for safety. So that the resident does not feel like he or she is falling, be sure to tell the resident that he or she is moving backward and downhill.
- ❖ To go up a curb, tilt the chair backward using the tipping levers on the bottom, back of the chair. Tip the front wheels up over the curb and gently push the big wheels up.
- ❖ To go down a curb, turn the resident backward, gently lean the chair back, and roll the big wheels down. Gently tip the front of the chair forward until the small wheels touch the ground.
- ❖ Never let the wheels hit the ground with a jolt. This frightens the resident and may cause injury.
- ❖ Remember to walk at a normal pace when pushing a resident in a wheelchair. It is easy to push too fast and scare the resident.

## SUMMARY

Though not difficult, proper lifting, transferring, and transporting techniques are too often underused. Taking care to follow proper procedures benefits residents' and caregivers' well-being.

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- Sine, R.D., Liss, S.E., Wilson, G.B., Holcomb, J.D. (2000). *Basic rehabilitation techniques: A self-instructional guide* (4<sup>th</sup> ed.). Gaithersburg, MD: Aspen Publishers.

# **POST TEST**

## **TRANSFERRING AND LIFTING RESIDENTS**

1. When using proper body mechanics, keep your back straight and bend your knees.
  - a. True
  - b. False
2. When you lift, use your back, not your legs.
  - a. True
  - b. False
3. When lifting, hold objects away from your body.
  - a. True
  - b. False
4. It is wise to twist your back when you are transferring someone from a chair to bed.
  - a. True
  - b. False
5. Most back injuries occur at work.
  - a. True
  - b. False
6. When transferring a resident, whether he or she can assist or not, you should always use a gait belt.
  - a. True
  - b. False
7. It is appropriate to approach someone in a wheelchair from behind and move him or her wherever you want to.
  - a. True
  - b. False
8. You should use a wide base of support when lifting.
  - a. True
  - b. False
9. You do NOT need to lock the brakes on a wheelchair when transferring a resident.
  - a. True
  - b. False
10. If a resident is too heavy or too big for you to lift or transfer, you should transfer him or her anyway and not ask for help.
  - a. True
  - b. False