

Generic Patient Handling Safe Work Procedure (SWP)

SWP 4

Turning/repositioning in bed (for permanent position change in bed)

SWP 4. Turning/repositioning in bed

(for permanent position change in bed)

The following generic SWPs are for Task No. 4 on the FURAT patient handling transfer table:

- the SWPs are coded to align with the numbering in the transfer table;
- tasks shaded green are preferred methods;
- tasks shaded yellow are not preferred – they should, where possible, be replaced by a method from the green section;
- refer to local SWPs for descriptions of the use of techniques/equipment that are not described here.

The choice of technique must be based on the Individual Patient Handling Assessment, and the principles of safe patient handling should be used. Workers should also refer to the Standard Preparation and Precautions that apply to all patient handling tasks.

The following pre-activity screens are a minimum guide for the task of turning/repositioning in bed:

Pre-activity functional screens for rolling	Rationale
Can the patient comprehend and cooperate?	<ul style="list-style-type: none"> • More workers or a transfer for a dependent patient may be needed to complete the task if the patient resists the transfer or does not assist when instructed.
Can the patient use their arms to push or pull themselves up in bed with or without aids (e.g. monkey bar, bed stick, bed rope)?	<ul style="list-style-type: none"> • Does the patient have adequate upper limb strength to use aids to manoeuvre themselves (e.g. to use a bed stick to facilitate the turn)?
Can the patient reach and roll?	<ul style="list-style-type: none"> • Does the patient have adequate strength to reach towards the direction of the turn to facilitate the turn? • If the patient is weak, they may need assistive devices such as a bed stick and/or a transfer method for needs-assist patient. • If the patient cannot complete the task, they may need greater assistance and a transfer method for a dependent patient may be chosen.
Can the patient bridge?	<ul style="list-style-type: none"> • Does the patient have adequate strength to lift their bottom off the bed and push through at least one leg to reposition their hips? • If the patient is weak, they may need assistive devices such as a slide sheet and/or transfer method to reposition their hips. • If the patient cannot complete the task, they may require greater assistance and a transfer method for a dependent patient may be chosen.

Key Information:

1A = one-worker assist **2A** = two-worker assist

* Refer to district specific SWP & manufacturer instructions

4a: Patient turns/repositions self (reach and turn/roll) with prompting



4b: 1A turn using a slide sheet for a needs-assist patient (narrow trolley)



4c: 1A turn using slide sheets for a needs-assist patient (two actions: patient moves to edge of bed, then turn)



4d: 2A turn using slide sheets for a dependent patient (two actions)



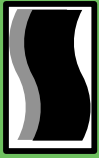
4e: 2A turn using an air-assisted transfer device



4f: Hoist transfer to turn patient (using a turning sling)



4g:* 3A using an electric turning bed (e.g. Engrit bed)



4b: 1A (one-assist) turn using a slide sheet for a needs-assist patient (narrow trolley turn)

Plan:

Complete the pre-activity functional screens relevant to this transfer method. To perform this transfer method, the patient must be able to:

- ✓ comprehend and cooperate
- ✓ use their arms
- ✓ reach and roll.

Prepare:

Environment/Equipment

Check the work area and ensure appropriate equipment is available:

1. Check the work area and ensure appropriate equipment is available.
2. Adjust the bed to an appropriate height for the worker (about knuckle height).
3. Ensure sufficient space around the bed to allow this task to be performed using safe working postures and movements
4. Raise the bed rail on the side the patient is turning towards

Patient

Insert a folded slide sheet under the patient's hip on the side they are turning towards, with the fold facing the direction of the turn (Figure 1). Note: they may need to be only partially rolled on to their side for the slide sheet to be inserted (refer to Patient Handling Fundamentals: Safe Work Procedures – Inserting/removing slide sheets).

Explain the transfer to the patient. To prepare the patient, instruct or assist them to:

1. position their arm (on the side they are rolling towards) away from their body
2. bend their knee (on the side closest to the worker and opposite the direction of the turn)
3. turn their head to look towards the direction of roll, and
4. reach towards and grasp the bed rail (Figure 2).

Worker

The worker is pre-positioned:

- on the side the patient is rolling away from

- in a safe working posture such as a forward lunge, beginning with their weight on their back foot
- with one hand on the patient's shoulder and the other on the patient's hip.

Do:

Explain the procedure to the patient and, on the agreed count, the worker:

- instructs the patient to push through the foot of their bent leg and reaches for the bed rail
- transfers their weight forward and applies a push force through the patient's hip and shoulder to assist the patient to turn (Figure 3).

Review:

After the transfer:

1. ensure that the patient is in the desired position
2. make the patient safe
3. make the area safe
4. check that the transfer went according to plan
5. report/document any problems.

Safe variations include:

1. One-assist turn using a slide sheet, with worker positioned on the side the patient is turning towards (Figure 4). The worker adopts a safe working posture, e.g. forward lunge, and places one hand on the patient's far hip and their other hand over the patient's near hip. The patient is positioned with their knee bent (opposite knee to the direction of the roll) and their head turning in the direction of the roll. On the agreed count, instruct the patient to push down through their foot, and to reach across their body (as per the SWP described above), while the worker applies a gentle force on the patient's hips to facilitate the turn.

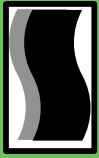
2. Two-assist turn using a slide sheet, with workers on opposite sides (Figure 5)

Insert a folded slide sheet under the patient with the open ends facing away from the direction of the turn (refer to Patient Handling Fundamentals: Safe Work Procedures – Inserting/removing slide sheets).

Worker 1 stands on the side the patient is rolling away from. They grasp the top sheet close to the patient, at their hip and shoulder, and adopt a forward lunge position with weight on their front foot.

Worker 2 stands on the side the patient is rolling towards and places one hand on the patient's far hip and their other hand over the patient's near hip.

On the agreed count, Worker 1 performs a reverse lunge, pulling on the top half of the sheet. At the same time, Worker 2 applies a gentle force on the patient's hips to facilitate the turn.



4b: 1A (one-assist) turn using a slide sheet for a needs-assist patient (narrow trolley turn)

Example Images



Figure 1: Inserting the slide sheet.



Figure 2: Patient is positioned for turning.



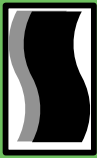
Figure 3: End position, patient turned.



Figure 4: Variation 1 — worker facilitates rotation of the patient's hips as they turn



Figure 5: Variation 2 — two-assist using a slide sheet.



4c: 1A (one-assist) turn using slide sheets for a needs-assist patient (two actions: patient moves self to edge of bed, then worker assists patient to turn using a push to roll)

Plan:

Complete the pre-activity functional screens relevant to this transfer method. To perform this transfer method, the patient must be able to:

- ✓ comprehend and cooperate
- ✓ use their arms
- ✓ reach and roll
- ✓ bridge.

Prepare:

Environment/Equipment

1. Check the work area and ensure appropriate equipment is available.
2. Adjust the bed to an appropriate height for the worker (about knuckle height).
3. Ensure sufficient space around the bed to allow this task to be performed using safe working postures and movements.
4. Raise the bed rail on the side the patient is turning towards.

Patient

Explain the transfer to the patient. To prepare the patient:

1. Insert a folded slide sheet under them using the basic roll technique (refer to Patient Handling Fundamentals: Safe Work Procedures – Inserting/removing slide sheets). Insert this slide sheet so that the fold faces the direction of the turn (Figure 1). Note: the patient may need to be only partially rolled on to their side for the slide sheet to be inserted.
2. Instruct them to bend both knees and keep their feet clear of the slide sheet (Figure 2).

Workers

The worker is positioned on the side the patient is turning away from.

Do:

First action (patient moves self to edge of bed)

Instruct the patient to move to the edge of the bed near the worker. This ensures the patient will be positioned in the middle of the bed once they have turned into side-lying. The worker can gently guide the patient's hips to facilitate the required movement (Figure 2).

Second action (worker assists patient to roll using a push to roll)

Instruct or assist the patient to:

- turn their head to look towards the direction of the roll, and to
- reach towards and grasp the bed rail (Figure 3).

The worker adopts a safe working posture such as a forward lunge, starting with their weight on their back foot, and their hands placed on the patient's shoulder and hip.

On the agreed count:

- the patient reaches for the bed rail and rolls.
- the worker transfers their weight forward and applies a push force through the patient's hip and shoulder to assist the patient to turn (Figure 3).

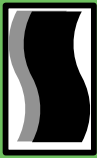
When the patient is in the required position and centred on the bed:

- remove the slide sheet (refer to Patient Handling Fundamentals: Safe Work Procedures – Inserting/removing slide sheets). Note: Take care to maintain the patient's position when removing the slide sheet (Figure 4).
- if necessary, place pillows to support the patient in side-lying (Figure 5).

Review

On completion of the transfer:

1. ensure that the patient is in the desired position
2. make the patient safe
3. make the area safe
4. check that the transfer went according to plan
5. report/document any problems.



4c: 1A (one-assist) turn using slide sheets for a needs-assist patient (two actions: patient moves self to edge of bed, then worker assists patient to turn using a push to roll)

Example Images



Figure 1: Inserting the slide sheet.



Figure 2: First action — patient moves to the edge of the bed.



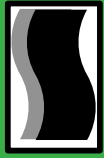
Figure 3: Second action — patient is assisted to turn.



Figure 4: Removing the slide sheet.



Figure 5: Patient supported with pillows in side-lying.



4d: 2A (two-assist) turn using slide sheets for a dependent patient (two actions: patient is assisted to move to the edge of bed, and then to turn)

Plan:

Complete the pre-activity functional screens relevant to turning to determine whether the patient's condition has improved. Choose this method when the patient is dependent and not able to assist with the transfer.

Prepare:

Environment/ Equipment

1. Check the work area and ensure appropriate equipment is available.
2. Adjust the bed to an appropriate height for the worker (about knuckle height of shorter worker).
3. Ensure sufficient space around the bed to allow this task to be performed using safe working postures and movements.
4. For all slide sheet transfers, a rolled-up pillow slip (or similar) can be inserted inside the slide sheet to improve the worker's grip on the slide sheet.
5. If a pressure-relieving mattress is in use, temporarily hyper-inflate it. Refer to manufacturer's instructions for more details.

Patient:

Explain the transfer to the patient. To prepare the patient, insert two slide sheets under them using the basic roll technique (Figure 1) (refer to Patient Handling Fundamentals: Safe Work Procedures – Inserting/removing slide sheets).

Workers:

After the slide sheets are inserted, workers are positioned on opposite sides of the bed:

- Worker 1 stands on the side the patient is turning away from and adopts a safe work posture, e.g. reverse lunge, beginning with weight on their front foot. The worker grasps the top slide sheet close to the patient at their hip and shoulder.
- Worker 2 stands on the side the patient is rolling towards and adopts a safe work posture, e.g. forward lunge, beginning with weight on their back foot. Their hands are placed on the patient's hip and shoulder.

Do:

First Action (workers slide the patient to the edge of the bed) . Explain the procedure to the patient and, on the agreed count:

- Worker 1 transfers their weight to their back foot using a reverse lunge and pulls on the top slide sheet (Figure 2)
- Worker 2 transfers their weight to their front foot using a forward lunge and applies a push force to the patient's hip and shoulder to assist to slide the patient across the bed (Figure 3).

Second Action (workers assist the patient to roll using a push/pull roll) . Prepare the patient by assisting them to:

- position their arm (on the side they are rolling towards) away from their body
- position their other arm so as to reach across their body towards the direction of the roll
- bend their knee on the side opposite the direction of the roll, and
- turn their head to look towards the direction of the roll.

The workers:

- Worker 1 adopts a safe working posture, e.g. forward lunge, with weight starting on their back foot and hands placed on the patient's hip and shoulder (Figure 4)
- Worker 2 adopts a safe working posture, e.g. reverse lunge, with weight starting on their front foot and hands placed on the patient's knee and their folded arm/shoulder.

On the agreed count:

- Worker 1 transfers their weight to their front foot while pushing on the patient's hip and shoulder (Figure 4)
- Worker 2 prepares to receive the patient at the hip and shoulder by adopting a safe, balanced posture, e.g. reverse lunge. When they have rolled the patient, Worker 2 steps in towards the patient to ensure they are secure in side-lying (Figure 5).

When the patient is in the required position and centred on the bed:

- remove the slide sheet (refer to Patient Handling Fundamentals: Safe Work Procedures – Inserting/removing slide sheets). Note: Take care to maintain the patient's position when removing the slide sheet
- if necessary, place pillows to support the patient in side-lying.

Review:

After the transfer:

1. ensure that the patient is in the desired position
2. make the patient safe
3. make the area safe
4. check that the transfer went according to plan
5. report/document any problems.

Safe variations include:

1. Two-assist turn using slide sheets with workers on the same side

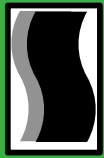
Raise the side rail on the side the patient is turning towards (i.e. the side opposite the workers). Do this variation in two actions, using the safe postures and movements described in the procedure above, but with both workers on the same side for both actions (the side the patient is rolling away from).

First Action (workers slide the patient to the edge of the bed):

- Worker 1 grasps the top slide sheet at the patient's shoulder and hip
- Worker 2 grasps the top slide sheet at the patient's hip and lower leg
- On the agreed count, both workers transfer their weight to their back feet using reverse lunge and pull on the top slide sheet to move the patient across the bed.

Second Action (workers assist the patient to roll using a push to roll):

- Worker 1 places their hands on the patient's shoulder and hip
- Worker 2 places their hands on the patient's hip and bent knee
- On the agreed count, workers transfer their weight forward and apply a push force through the patient's shoulder, hip and bent knee to roll the patient.



4d: 2A (two-assist) turn using slide sheets for a dependent patient (two actions: patient is assisted to move to the edge of bed, and then to turn)

Example Images



Figure 1: Inserting slide sheets.

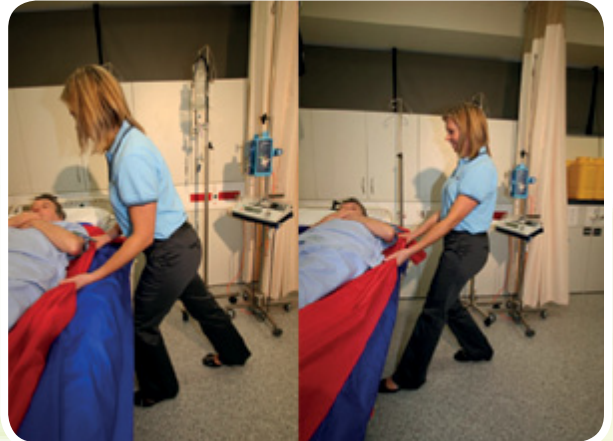


Figure 2: First action — slide patient to edge of bed; Worker 1 using a reverse lunge.

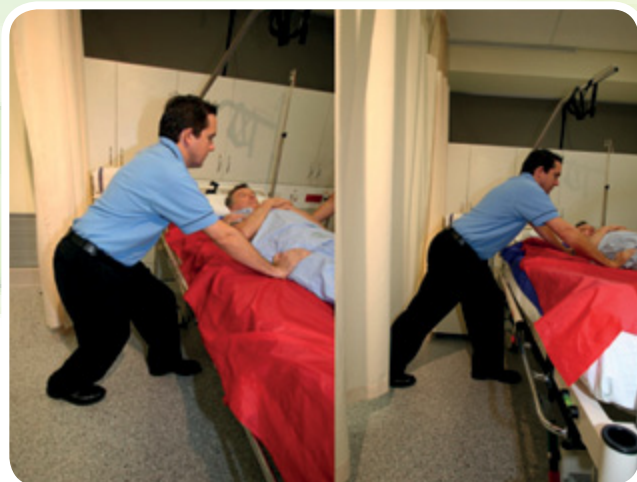


Figure 3: First action — slide patient to edge of bed; Worker 2 transferring weight to their front foot.

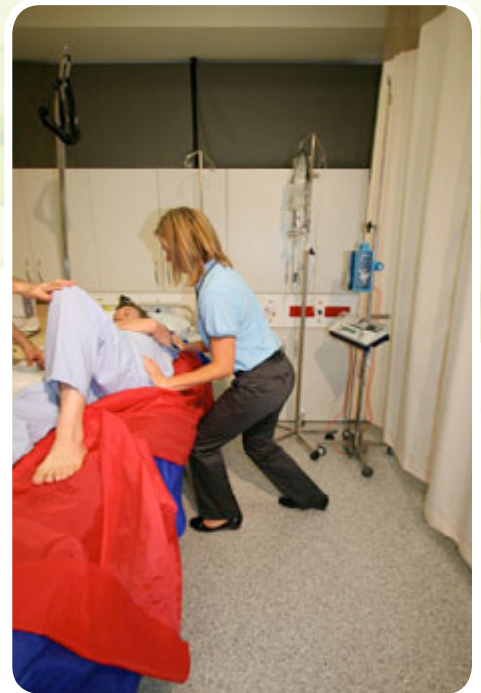
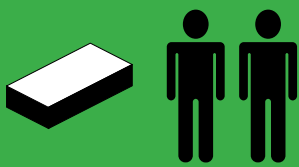


Figure 4: Second action — starting position using a basic push to roll to move the patient on their side.



Figure 5: Second action — end position of a push to roll.



4e: 2A (two-assist) turn using an air-assisted transfer device (e.g. HoverMatt[®] or AirPal[®])

Plan:

Complete the pre-activity functional screens relevant to turning to determine whether the patient's condition has improved. Choose this method when the patient is dependent and not able to assist with the transfer.

Prepare:

Environment/ Equipment

1. Check the work area and ensure appropriate equipment is available.
2. Read the manufacturer's instructions for the specific device to be used.
3. Ensure an appropriately sized mat is available for the patient and task.
4. Ensure the mat is in good working order (e.g. check for damage to the valves or mat that may affect inflation, check stitches, check straps).
5. Prepare the mat by folding or rolling it.
6. Adjust the bed to an appropriate height for the workers (about knuckle height of shorter worker).
7. Ensure sufficient space around the bed to allow the task to be performed using safe working postures and movements.
8. Plug the air supply unit into a power outlet and ensure that it is within close reach to the patient's foot (or where the hose attaches to the mat).
9. If a pressure-relieving mattress is in use, temporarily hyper-inflate it. Refer to manufacturer's instructions for more details.

Patient:

Explain the transfer to the patient, including the action of the mat, and the noise level as it inflates.

To prepare the patient:

1. Insert the mat under the patient using the basic roll technique (refer to Patient Handling Fundamentals: Safe Work Procedures – Inserting/removing an air-assisted device). The patient should be centred on the mat.
2. Connect the two safety straps. As a guide, allow a space of about two fists between the patient and straps to allow for inflation.

Workers:

After the mat has been inserted, workers are positioned on opposite sides of the bed:

Worker 1 attaches the hose to the air-assisted transfer device on the side opposite the direction of the turn and ensures that it is secured as per the manufacturer's instructions

Worker 2 remains with the patient.

Do:

Explain the procedure to the patient and, on the agreed count, workers fully inflate the mat:

- Worker 1 turns on the air supply.
- Worker 2 remains with the patient.

First Action (workers slide the patient to the edge of the bed). The workers are positioned (Figure 1):

- on opposite sides of the bed

On the agreed count:

- Worker 1 adopts a safe working posture, e.g. reverse lunge; starts with their weight on their front foot and transfers their weight backwards, pulling the patient/mat towards them
- Worker 2 adopts a safe working posture, e.g. forward lunge; starts with their weight on their back foot and transfers their weight forwards, pushing the patient/mat towards Worker 1.

Second Action (workers assist the patient to roll).

Position the patient:

- Worker 1 bends the patient's knee (on the side closest to the worker and opposite the direction of the roll)
- Worker 2 positions the patient's arm (on the side they are rolling towards) away from their body, then turns the patient's head to look towards the direction of the roll.

On the agreed count:

- Worker 1 turns off the air supply and gently guides the patient's hip and shoulder as the patient begins to turn (Figure 2)
- while Worker 1 turns off the air supply, Worker 2 remains with the patient, then presses down on the mat to accelerate deflation and initiate the patient to turn (Figure 3). Worker 2 then receives the patient into side-lying at the shoulder and knee (Figure 4).

When the patient is in the required position and is centred on the bed:

- determine whether the deflated mat can remain under the patient or if it needs to be removed. To remove it, use the basic roll technique (refer to Patient Handling Fundamentals: Safe Work Procedures – Inserting/removing air-assisted device) (Figure 5)
- if necessary, place pillows to support the patient in side-lying.

Never leave the patient unattended on an inflated mat.

Review:

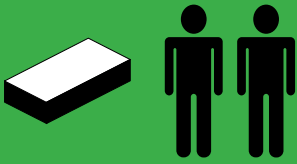
After the transfer:

1. ensure that the patient is in the desired position
2. make the patient safe
3. make the area safe
4. check that the transfer went according to plan
5. report/document any problems.

Safe variations include:

Three to four-assist turn using an air-assisted transfer device

Two workers are positioned on the side the patient is turning towards, and the other two are on the opposite side. Workers on each side are level with patient's hip and shoulder. The patient is assisted to turn using the SWP described above.



4e: 2A (two-assist) turn using an air-assisted transfer device (e.g. HoverMatt[®] or AirPal[®])

Example Images



Figure 1: First action – sliding the patient to one side of the bed.



Figure 2: Second action – Worker 1 guides the patient into side-lying as they begin to turn.



Figure 3: Second action – Worker 2 pushes down on the mat on the side of direction of turn.



Figure 4: Second action – Worker 2 receives the patient into side-lying.



Figure 5: Removing the mat, if necessary.



4f: Hoist transfer to turn patient (using a turning sling)

Plan:

Complete the pre-activity functional screens relevant to turning to determine whether the patient's condition has improved. Choose this method when the patient is dependent and not able to assist with the transfer.

Prepare:

Environment/ Equipment

1. Check the work area and ensure appropriate equipment is available.
2. Read the manufacturer's instructions for the hoist and sling, observing the safe working load (SWL), compatibility and clinical suitability for the patient. Select a sling suitable for the patient and the hoist (e.g. size, type and purpose).
3. Check the sling before use for signs of wear and tear, broken stitches, cracked clips, damaged loops, shrinking, and appropriate labelling (e.g. visible SWL).
4. Ensure the battery is sufficiently charged, and that the hoist and sling are in good working order.
5. Refer to manufacturer's guidelines as to whether the brakes need to be applied.
6. Adjust the bed to an appropriate height for the workers (about knuckle height of shorter worker).
7. Ensure sufficient space around the bed to allow the task to be performed using safe working postures and movements.
8. If a pressure-relieving mattress is in use, temporarily hyper-inflate it. Refer to manufacturer's instructions for more details.

Patient:

Explain the transfer to the patient, including the action of the hoist, and reassure them that they will be safe and secure when hoisted. To prepare the patient:

1. insert the sling under them using the basic roll technique (refer to Patient Handling Fundamentals: Safe Work Procedures – Inserting/removing slings). Ensure the join in the sling is under the small of the patient's back, away from normal pressure point areas.
2. with the sling in place, the patient is on their back ready for the slide sheet to be inserted.

Workers:

Workers are positioned on opposite sides of the bed:

- Worker 1 inserts the slide sheet and receives the patient into side-lying.
- Worker 2 operates the hoist on the side of the bed the patient is turning away from.

Do:

Explain the procedure to the patient and, on the agreed count, the workers:

- Worker 1 inserts a single folded slide sheet under the sling without rolling the patient. Place the slide sheet under one-third of the patient, along the length of their body and on the side they are turning towards. Place the fold of the slide sheet towards the centre of the bed, i.e. open ends towards the direction of the turn (Figure 1).
- Worker 2 moves the hoist into position on the side the patient is turning away from. Position the yoke parallel to the patient. Lower the yoke and attach the sling straps to the hoist, as per the manufacturer's instructions (Figure 2). Refer to the manufacturer's instructions for guidance on applying the hoist brakes.
- Worker 1 instructs or assists the patient to turn their head in the direction of the turn, and to position their arm away from their body so that they don't roll on to their arm during the transfer. Assist or instruct the patient to reach with their other arm across their body in the direction of the turn.
- Worker 2 instructs or assists the patient to bend their knee (on the side closest to the worker and opposite the direction of the turn).

On the agreed count:

- Worker 2 slowly raises the hoist
- As the patient begins to turn, Worker 1 monitors the patient's position, ensuring the sling does not drag along the patient's skin (Figure 3)
- When the patient is on their side, Worker 1 should be positioned close to the bed/patient to ensure they are secure in side-lying (Figure 4).

When the patient is in the required position:

- Worker 2 lowers the yoke and detaches the straps from the hoist
- Worker 1 removes the slide sheet (refer to Patient Handling Fundamentals: Safe Work Procedures – Inserting/removing slide sheets)
- if necessary, support the patient with pillows in side-lying
- ideally, the sling should be left under the patient.

To remove the sling (if required):

- Remove the sling using the basic roll technique (refer to Patient Handling Fundamentals: Safe Work Procedures – Inserting/Removing Slings).

Review:

After the transfer:

1. ensure that the patient is in the desired position
2. make the patient safe
3. make the area safe
4. check that the transfer went according to plan
5. report/document any problems.

Stop the transfer and return the patient to a safe surface if:

- The patient makes unexpected movements, e.g. uncontrolled movements, or they become aggressive or distressed.
- There are signs that the hoist or sling is not performing as expected, e.g. the sling selection is unsuitable; a clip breaks or dislodges; the patient slides in sling and is not secure; there are issues with the hoist tracking or battery.



4f: Hoist transfer to turn patient (using a turning sling)

Example Images



Figure 1: sling and slide sheet inserted.



Figure 2: Attaching the sling to the hoist.



Figures 3 and 4: The patient is turned onto their side as the hoist is raised.



Figures 3 and 4: The patient is turned onto their side as the hoist is raised.