



Yorkshire Back Exchange (YBE) Quick Reference Person-Specific on the Spot Risk Assessment (POSRA)

This support tool is designed to be used as a training, information, and instruction resource. Although some of the items are generic, the focus is on hoisting activities. The items contained in the table are by no means exhaustive.

WHAT/WHY? Task	Do I know how I should be assisting the person? Have I read the handling/hoisting plan? Can I avoid excessive bending, stooping, twisting, overreaching, and lifting heavy things? Can I adjust my position? Can I kneel or sit down to stop me bending over and make the task more comfortable? Am I making good use of the equipment available? Can I adjust the height of the working surface to make me more comfortable? Am I following the 'biomechanical principles of manual handling'? Am I using weight transference?
BY WHOM? Individual Capabilities	Am I able to perform the required tasks today (<i>am I feeling tired or ill, have I sustained an injury, or am I pregnant</i>)? Do I have sufficient time to do the task (<i>am I feeling rushed, stressed, impatient or been delayed</i>)? Am I confident about doing the task? Have I been trained to do the task and use the equipment? Am I dressed appropriately? Am I wearing low heeled, supportive, fully covered footwear? Am I aware of my organisation's policies and procedures? Am I aware of how to report concerns?
WHO? Load	Is the person's ability 'typical' today (<i>are they feeling unwell or tired, have they deteriorated or improved</i>)? Does the handling plan still meet their needs? Have I reported the changes? Am I enabling the person to do as much for themselves as possible? Am I giving the person sufficient time to help themselves? Am I using 'Normal Movement Patterns' to facilitate their independence? Are my instructions correct, clear, step by step, and in a language and at a pace the person understands? Does person understand me? Am I watching and listening to the person? Do I understand the person and their needs?



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<p>WHERE?</p> <p>Environment (inc. Equipment)</p>	<p>Have I prepared the environment:</p> <p>Does the environment facilitate the person's privacy and dignity?</p> <p>Is my working space free from clutter? Do I have sufficient room to work safely? Is the floor free from hazards: trailing wires, rugs, pets etc?</p> <p>Am I free from distractions (<i>TV is too loud, other people are chatting to me when I'm trying to work</i>)?</p> <p>Am I trained to use this equipment? Am I familiar with the emergency stop, lift/lower procedures (where applicable)?</p> <p>Have I done a visual check of the equipment:</p> <p>Is the safe working load (SWL) clearly displayed? Are sling labels visible, legible and show unique identifier? Are LOLER checks in date?</p> <p>Is the equipment clean and undamaged?</p> <p>Does the hoist work as intended - the lifting arm moves up and down, legs move in and out, and castors (where applicable) move freely? Does the spreader bar rotate freely? Is free of wear or sharp edges, is the padding is intact?</p> <p>Is the lifting tape intact and not frayed (applies to ceiling track, certain mobile hoists).</p> <p>Is the sling clean and dry? Is it compatible with the person and the hoist? Is it free of fraying or tears, is the critical stitching intact? Are any loops, clips, or buckles free of damage? Do any hook and loop (such as Velcro) fastenings work, are they clean and free of fibres/ fluff etc?</p> <p>Are all castors (on hoists and other mobile devices) in contact with the floor?</p> <p>Are powered devices fully charged? Is the battery is fitted correctly? Are any leads are connected correctly?</p> <p>Are any seated surfaces (i.e., chairs, commodes, wheelchairs) or laying surfaces (i.e., beds, changing tables) and accessories free from damage and work as intended? Do brakes (where applicable) work?</p> <p>Are any bed side rails fitted securely, and in the correct place? Are they free of damage - bends, distortions, or loose fittings?</p> <p>Are they still suitable for the person, with no risk of entrapment?</p>
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