



2-PERSON RESIDENT TRANSFER

Cadence Daily ▾

Event 🗓 Calendar event

Participants ⚙ Person ⚙ Person

Checklist

Topic	Time	File
Phase 1 PRE-CHECK	5 min	📄 File
Phase 2 SETUP	10 min	📄 File
Phase 3 THE MOVE	5 min	📄 File

Goal: To maintain a safe environment and prevent workplace accidents through established procedures.

PHASE 1: THE PRE-CHECK (Stop & Assess)

- **Size of Patient TEST:** Confirm the resident's weight and physical condition truly require a 2-person transfer rather than 1.
 - **Medical Status Check:** Review the resident's current medical condition and mental well-being indicators for cooperation or instability.
 - **Equipment Checklist:** Ensure the wheelchair and any mechanical aids are in good working order before use.
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PHASE 2: THE SETUP (Safety Controls)

- **Staff Appraisal:** Ensure both caregivers have completed WSH induction and are within their 3–6 month competency appraisal period.
 - **PPE Ready:** Both staff members must wear the selected and maintained Personal Protective Equipment (PPE).
 - **Manual Mastery:** Review the manufacturer's instruction manual for any mechanical transfer devices being used.
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PHASE 3: THE MOVE (Safe Execution)

- **Follow the SWP:** Adhere strictly to the established Safe Work Procedures for transfers to minimize musculoskeletal risk.
- **Coordinate:** Communication between the two staff members is critical to prevent "unsafe acts".
- **High Risk Control:** Remember that a failure in posture or coordination can move this task from "Tolerable" to "High Risk" on the 5x5 Matrix.

Risk Reminder

Action items

- Severity of transfer injury often **Major** ☈ Person
- Control measures **keep everyone safe** ☈ Person