



## 2-PERSON RESIDENT TRANSFER

Cadence 

Daily

Event 

Calendar event

Participants 

Person

Person

Checklist

| Topic             | Time   | File            |
|-------------------|--------|-----------------|
| Phase 1 PRE-CHECK | 5 min  | <div>File</div> |
| Phase 2 SETUP     | 10 min | <div>File</div> |
| Phase 3 THE MOVE  | 5 min  | <div>File</div> |

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

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## 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