



Rancho Los Amigos National Rehabilitation Center

DEPARTMENT OF NURSING

CLINICAL

POLICY AND PROCEDURE

SUBJECT: PATIENT TRANSFERS -
ONE SURFACE TO ANOTHER

Policy No.: C145
Effective Date: 01/01
Page: 1 of 2

Purpose of Procedure: To define the techniques used to safely move a patient from one surface to another.

Physician's Order Required: No

Performed By: RN, LVN, NA, RA, USA, SNW, Affiliating Nursing Students under the direct supervision of an RN, Interdisciplinary (ID) team members

Policy Statements:

1. Nursing staff will assist patients in a way that is safe for both patient and staff.
2. Utilize appropriate Safe Patient Handling (SPH) equipment when transferring patients (Refer to policy B873 – Safe Patient Handling and Mobility for details). Encourage patients to participate in the transfer within their capabilities and limitations. All equipment should be in good working condition and secured prior to the transfer.
3. If there is any doubt regarding ability to safely move a patient independently, the employee is to secure the necessary assistance.
 - a. When working with another staff member, communicate to the patient and staff how the movement will occur. Only one person counts to ensure the move is accomplished together.
 - b. Ensure the environment is obstacle or hazard free.
 - c. Never pull the patient's arm when moving, as this could cause injury.
 - d. Never allow patient to grasp around any part of a staff member's body.
4. To determine the appropriate transfer technique and/or supervision level, the following will be taken into consideration:
 - a. The patient's:
 - physical strength, weakness, level of fatigue, and capability of transfer
 - level of activity and weight bearing status
 - ability to: comprehend, follow instructions, and cooperate
 - weight and height
 - previous experience with the technique and their transfer preferences
 - b. The recommendations of the therapy staff working with the patient, if any.

Procedures:

1. The following principles of body mechanics are to be used with all transfer activities:
 - a. Use a wide base of support for stability.
 - b. Lift with legs not with back or arms.
 - c. Get close to the object or person being moved.
 - d. Maintain back in the same position throughout the move, bending at knees and hips.
 - e. Do not twist back. Move entire body in the direction of the transfer.
 - f. Use the principles of momentum to facilitate the movement as necessary.

Key Point: No manual lifting is allowed of >35lbs of weight.

2. Refer to *SPH* training videos for procedural steps available on the Intranet, Nursing Portal.

Patient/Family Education

1. Always explain procedures to patient before attempting any transfers.
2. Always teach the transfer techniques using safe body mechanics , while allowing maximum patient participation.
3. Explain the importance of safety precautions with all transfers.

Documentation

1. Document all teaching in the medical record
2. Identify lift equipment needed in the medical record

Reviewed by: Dulce Dones, MSN, RN and Covey Lazouras, PT Supervisor Inpatient Neurology Service

Reference:

Nelson, A. L., Motachki, K., & Menzel Nancy. (2009). *The illustrated guide to safe patient handling and movement*. New York: Springer.

Rancho Los Amigos National Rehabilitation Center – Administrative Policy and Procedure B873 – Safe Patient Handling and Mobility (2018)

The Cal/OSHA Safe Patient Handling Regulation (2019). Retrieved June 22, 2022 from https://calhospital.org/wp-content/uploads/2019/11/safepatienthandling_epubapp.pdf

Worker Safety In Hospitals. (n.d.). Retrieved June 28, 2019, from https://www.osha.gov/dsg/hospitals/patient_handling_equipment.html

01/01 – New
03/04 – Reviewed
11/06 – Reviewed
03/11 – Revised
11/14 – Revised
09/16 – Revised
07/19 – Revised
07/22 - Reviewed