LAC+USC MEDICAL CENTER
SAFETY POLICY

Subject: **POSTURE AND BODY MECHANICS**	Original Issue Date: 1993	Policy # **SP 128**
	Supersedes: March 2019	Effective Date: March 2022

Departments Consulted:	Reviewed & Approved by: (Signature on File) Safety Officer	Approved by: (Signature on File) Director, Facilities Management

PURPOSE
To prevent back injury due to poor body mechanics and improper lifting techniques.

POLICY
The LAC+USC Medical Center shall educate its employees on body mechanics and proper lifting techniques.

PROCEDURE
Manager/supervisor shall coordinate in-service training on body mechanics and proper lifting techniques on an annually basis or as needed. Such training shall be documented.

- **SAFEGUARDS TO PREVENT BACK INJURIES**
  - Ensure clear and easy access of the area.
  - Keep floor free tripping hazards.
  - Store material or equipment on shelves or platforms to avoid lifting from floor level.
  - Use mechanical devices to lift heavy objects if possible, or ask for assistance.

- **POSTURE AND BODY MECHANICS**
  - Assess size and weight of object prior to lifting.
  - Stand close to object with feet shoulder distance apart for balance.
  - Ensure that footing is secure.
  - Bend knees and keep back as straight as possible.
  - Lift with the legs and hold objects close to the body.
  - Do not twist while lifting.
  - Avoid sudden load shifts.
  - Get help if load is heavy.

- **GOOD BODY MECHANICS**

  Carrying
  - Keep the body straight.
  - Carry objects close to the body.
  - Avoid twisting the body.
  - Do not reposition the load while carrying.

Reaching
- Avoid hyperextension**.**
- Use a ladder for out-of-reach items.
- When using a ladder, move the ladder close to the item(s) you are lifting.
- Do not lean over the side of the ladder to reach for something.

Sitting
- Sit with both feet flat on the floor with knees level with hips.
- Sit firmly against the back of chair.
- If needed, place a lumbar support or rolled-up towel behind the back.

REVIEW/REVISION DATE – 02/99, 11/03, 07/04, 11/07, 12/10, 03/13, 03/19, 03/22