

MH Information Sheet 1. Hoist Guidance

Hoisting

- Two members of staff involved at all times
- Verbal explanation and communication throughout – make sure the patient knows what is happening and why at each step.
- Environmental assessment of space including furniture, cables and transfer surfaces. Ensure that the transfer distance is kept within the ‘curtained’ area of the patients bed space. This may require moving some furniture to allow space to bring the hoist in, to move the hoist with the patient on it and to allow access to detach the sling from the hoist when the transfer has been completed. Check cables on the floor are lifted clear of the hoist wheels.
- Appropriate choice of sling / hoist and sling / hoist checks prior to use. If you are unsure how to choose and size a sling correctly check the user guide for the style and make of sling you are using on the moving and handling pages on staffnet. Using the wrong size of sling for your patient can result in a patient fall from the hoist. If you do not have the correct size of sling the transfer cannot go ahead.
- Prior to using the sling ensure that you:
 - Check the fabric of the sling is in good condition
 - Check the straps for any wear and tear
 - For slings with plastic clips ensure each clip has no evidence of having been bent and has no cracks
- Prior to using the hoist ensure that you:
 - Check that it goes up and down and that the legs open and close
 - Check there is sufficient life in the battery
 - Check that the hoist moves freely when pushed / pulled
 - Check you know where the emergency lower and stop functions are
 - Check that it has been serviced or inspected within the past 6 months
 - Check the hoists weight limit is suitable for your patient
- Insert the sling behind / under the patient prior to bringing the hoist close to the patient. When the transfer has been completed, detach the sling from the hoist and remove the hoist before taking the sling out from behind / under the patient
- Bring the hoist in and attach the sling to the hoist. Raise the hoist until the slack in the sling has been taken up and then ensure the sling is still correctly attached to the hoist. Continue with the transfer
- For transferring:
 - Standing aid
 - instruct the patient to lean back onto sling, holding on if appropriate
 - bring client into full standing (or full capable range). One member of staff should be in contact behind the patient during the transfer.
 - brakes should generally be on during raising and off during lowering
 - Hoisting
 - only raise the patient as high as is required to clear surfaces.
 - one member of staff should be in contact with the patient throughout the transfer
 - brakes should be off during raising and lowering
- Ensure throughout the transfer that there is an appropriate distance maintained between patient and hoist, particularly with regards the patients head and the spreader bar of the hoist
- When removing the sling from behind / under the patient, be careful not to drag the material of the sling against the patient’s skin, for example, peel the leg sections of the sling under themselves, sit the patient forward to remove the back of the sling etc.