

**NHS Lanarkshire
Moving and Handling Department**

Back Awareness Course Content
(For Lab-based/office based/IT/administration activities)

DATE: _____

SITE: **Hairmyres/Wishaw/Coathill/Monklands/MRU**

ADVISOR: _____

LAW, GUIDELINES, POLICIES, RISK ASSESSMENT	Explained and Discussed
Legislation: HSAW Act 1974; MHOR 1992.	
NHS Lanarkshire Moving and Handling Policy.	
Health and Safety Control Book.	
Accident reporting.	
Risk Assessment: 'T.I.L.E.'; generic/ individual assessments	

PRINCIPLES OF EFFICIENT MOVEMENT	Explained, demonstrated and discussed.
Back Awareness: basic spinal anatomy and function	
Effects of squat/stoop lifting	
'Top heavy' positions.	
Sustained Tension and Cumulative Strain	
Benefits of efficient movement and body awareness.	
Application in domestic and recreational activities	

EFFICIENT MOVEMENT IN PRACTICE	Explained, demonstrated, discussed and practiced.
Balance , base	
Reaching Action.	
Holds: close to body's centre of gravity; indirect; underneath load; body/ surface area contact; palmar.	
Retaking Hold.	
Lifting /Lowering inanimate loads e.g. book/box	
Application in domestic and recreational activities	

FUNCTIONAL APPLICATION	Explain/ discussed	Demonstrated	Practiced
Sit to stand, stand to sit			
Floor Work			
Pushing/pulling/turning/reaching/holding			
Other			

DISPLAY SCREEN EQUIPMENT / WORKSTATIONS	
Recommended DSE workstation layout	
DSE Equipment	
Other	

OTHER HANDLING PROCEDURES / EQUIPMENT/ SCENARIOS included in course.

COMMENTS / ADDITIONAL INFORMATION

HANDOUTS:

NHSL Handling Course Handout

HSE Guidelines

Generic Risk Assessments

Risk Matrix

Guideline Weights for Inanimate Loads

T.I.L.E.

CERTIFICATES ISSUED: at course on (date) _____

Course participants' signature on completion of course:

1.	6.
2.	7.
3.	8.
4.	9.
5.	

Advisor/ Trainer's signature: _____

Date: _____

Please note: This form does not say that you are competent or skilled in the methods listed. However, you have a duty of care to take reasonable care of your own health and safety, and those you work with, so you should try to apply the above training to the best of your ability.