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Patient Hoist Sling inspection Procedure

• Introduction and Aim

- The Lifting Operations and Lifting Equipment Regulations 1998 (LOLER) apply to all lifting equipment and the Provision and Use of Work Equipment Regulations 1998 (PUWER) apply to all work equipment. In both cases this includes ‘accessories for lifting’ for example the ‘slings’ used with the patient hoist. The regulations require the UHB to undertake a thorough examination and inspection of its ‘patient hoists and ancillary equipment (slings)’ every six months.
- To ensure compliance with LOLER in relation to patient hoist slings

Objectives

- To ensure that hoist slings have a documented inspection performed by a competent person in the local area e.g. the manual handling link worker

Scope

- This procedure applies to all of our staff in all locations including those with honorary contracts

Equality Health Impact Assessment

An Equality Health Impact Assessment (EHIA) has/has not been completed. (please delete as necessary) Where it has not been completed indicate why e.g. ‘This is because a procedure has been written to support the implementation the Policy. The Equality Impact Assessment completed for the policy found here to be a negative/positive/no impact.

Documents to read alongside this Procedure

Health & Safety Policy
Minimal Manual Handling Policy

Approved by

Operational Health & Safety Group

Accountable Executive or Clinical Board Director

Director of Corporate Governance

Author(s)

Manual Handling Advisers

Disclaimer

If the review date of this document has passed please ensure that the version you are using is the most up to date either by contacting the document author or the [Governance Directorate](#).

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Summary of reviews/amendments

Version Number	Date of Review Approved	Date Published	Summary of Amendments
1	01/12/11	16/12/11	New Document
2	28/02/18	01/03/18	Revised Document

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Appendix 1 Patient Hoist sling inspection procedure
Appendix 2 Patient Hoist Sling Inspection Form

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PATIENT HOIST SLING INSPECTION PROCEDURE

PROCEDURE STATEMENT

This procedure concerns compliance with LOLER These regulations require that lifting equipment should be thoroughly examined when new, in use, and at set intervals e.g. six monthly for hoists and slings used for lifting people. A competent person must perform all examinations.

RESPONSIBILITIES

The manager of the area where the slings are used is responsible for the implementation of this procedure. The task may be delegated to a competent person e.g. the manual handling link worker

RESOURCES

The nominated competent person must be given time to attend training and subsequently undertake the 6 monthly hoist sling inspections

TRAINING

The competent person will receive their training from the Manual Handling Advisers within the UHB as part of the Link Worker training programme

IMPLEMENTATION

The implementation of this procedure is outlined in appendix 1

EQUALITY AND DIVERSITY ASSESSMENT

The UHB is committed to ensuring that, as far as is reasonably practicable, the way it provides services to the public and the way it treat its staff reflects their individual needs and does not discriminate against individuals or groups.

The UHB has undertaken an Equality Impact Assessment and received feedback on this policy and the way it operates. The UHB wanted to know of any possible or actual impact that this procedure may have on any groups in respect of gender (including maternity and pregnancy as well as marriage or civil partnership issues), race, disability, sexual orientation, Welsh language, religion or belief, transgender, age or other protected characteristics.

The assessment found that there was **no impact** to the equality groups mentioned. Where appropriate the UHB will make plans for the necessary actions required to minimise any stated impact to ensure that it meets its responsibilities under the equalities and human rights legislation.

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Should a member of staff or any other person require access to this procedure in another language or format (such as braille or large print) they can do so by contacting the Health, Safety & Environment Department. Cardiff and Vale University Local Health Board will do its utmost to support and develop equitable access to all policies and procedures.

The procedure will reflect Healthcare Standard 2 which requires Boards to actively promote equality and human rights and to challenge discrimination.

This procedure has had an equality impact assessment and has shown there will be no adverse effect or discrimination made on any particular or individual group

AUDIT

Audit of the completion of the inspection procedure shall be carried out as part of the Health and Safety Workplace Inspection

Failure to complete the form or failure to complete within the preceding six months, will be recorded on the Health and Safety Workplace Inspection Action Plan and submitted to the local manager, directorate manager and health and safety adviser for the Division

DISTRIBUTION

This procedure is available via the C&V Web or in hardcopy on request from the Health and Safety or Manual Handling Unit

Awareness of this procedure is given to staff during Manual Handling Training

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appendix 1

PATIENT HOIST SLING INSPECTION PROCEDURE

The Competent Person shall undertake the inspection of all non disposable hoist slings within their area and following this guidance complete the form (PHSF02) Appendix 2.

The inspection will be undertaken a six monthly periods.

The approved form will be kept within the area for 2 years or the life of the sling and be available for inspection by the Health and Safety Workplace Inspection Team, the employer or the enforcing authorities.

All slings should be labelled with a CE mark.

PATIENT HOIST SLING VISUAL INSPECTION FORM

Record on the form

- The Safe Working Load (SWL)
- Sling ID No.
 - Each sling must be appropriately identified with an indelible pen with:
 - Hospital/School/Community
 - Ward/Department/Area
 - Sling Number Manufacturer
- The name of the manufacturer of the sling.
- Type of Sling e.g.
 - standard,
 - amputee,
 - toileting,
 - bathing,
 - walking, etc.
- Size
 - This should be clearly marked or colour coded.

VISUAL EXAMINATION

The visual inspection of the sling must include the condition of the fabric, the stitching whether it is fully intact, the head support, and whether the Velcro fastening and plastic clips are in good condition. A simple physical strain test should be carried out by tugging the straps. The appropriate boxes on the

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form should be ticked. The competent person undertaking the examination should sign and date the form and give their designation. If a sling fails, a decision has to be made regarding its use.

FAILED INSPECTION

Slings with defects that could endanger patients must be taken out of use immediately. Failed slings to be given to Line Manager who will verify status and arrange disposal. Minor defects, that do not compromise patient safety, should be noted and a date for reinspection set. Line manager will agree this action.

PATIENT HOIST SLING INSPECTION FORM (PHSF02)

(appendix 2)

Sling ID No.		Manufacturer	
Dept/Ward		Date of manufacturer/purchase	
Location/Hospital/ School/Community		Type	
Safe Working Load		Size	

INSPECTION RECORD Disposable hoist slings are not included in this procedure.

Inspection date	Inspected by <i>(print name, Give designation)</i>	On visual examination indicate if intact or in situ					Physical Tug Test	Minor defect <i>Specify – set re-inspection date column 1</i>	Pass or fail	Signature Competent person	Signature Line Manager
		Fabric	Stitching	Head Support	Velcro	Plastic clips					
<i>This sling is now 2 years old, is it still fit for use?</i>											

THIS FORM IS KEPT IN THE WORKPLACE AND MADE AVAILABLE FOR INSPECTION.