

ACTIVITY TITLE: **Overview of Ergonomics**

OBJECTIVES LIST OBJECTIVES IN OPERATIONAL/BEHAVIORAL TERMS	CONTENT (TOPICS) LIST EACH TOPIC AREA TO BE COVERED AND PROVIDE A DESCRIPTION OR OUTLINE OF THE CONTENT TO BE PRESENTED	TIME FRAME STATE THE TIME FRAME FOR THE TOPIC AREA.	FACULTY LIST THE FACULTY PERSON OR PRESENTER FOR EACH TOPIC	TEACHING METHODS DESCRIBE THE TEACHING METHODS USED FOR EACH
<ol style="list-style-type: none"> 1. <i>Each employee will review independently and with an instructor the presentation of ergonomics.</i> 2. <i>Each employee will retain policy for reference</i> 3. <i>Each employee will successfully complete a written test.</i> 	<ol style="list-style-type: none"> 1. <i>Definitions of key terminology and overview of the following: ergonomics in the agency and home care environment; WMSD; lifting mechanics; injury prevention; reporting procedure.</i> 2. <i>Policy and procedure manual provided.</i> 3. <i>Test provided.</i> 	<ol style="list-style-type: none"> 1. <i>15 minutes</i> 2. <i>5 minutes</i> 3. <i>10 minutes</i> 	<ol style="list-style-type: none"> 1. <i>Assist DON or designee and employee self study</i> 	<ol style="list-style-type: none"> 1. <i>Training packet</i> 2. <i>Module 1 presentation</i> 3. <i>Written test and question and answer session</i>

Evaluation Methods: Objectives will be evaluated through written tests, verbal simulation of entire process, and demonstration of skills in a lab using durable medical equipment, supplies, and mannequins.

Evaluation Level/Category: Alspach's Evaluation Model.

Overview of Ergonomics

Definitions

Ergonomics is the science of adapting equipment, procedures, and surroundings to people.

WMSD is an injury or disorder of the nerves, muscles, tendons, or supporting structures of the body.

Training Program Overview

Overview

Ergonomics looks at the kind of work you do, what tools you use and your whole job environment. The aim is to find the best fit between you and your job conditions. Examples of ergonomic changes in the office might include: adjusting the position of the computer keyboard to prevent carpal tunnel syndrome or adjusting the height of the desk chair to allow feet to floor contact. Examples of ergonomic changes in the client's home care environment may be adjusting the height of the bed or chair during assistance with client transfers. Approximately 45,000 nursing aides or orderlies and 22,000 nurses experienced occupational injuries and lost work in 2007. The agency's goal is to assure safe, comfortable service without an employee or client injury.

Work-related Musculoskeletal Disorder (WMSD)

WMSD can be caused by heavy or frequent lifting. Warning signs of WMSDs are aching, sharp or dull pain, numbness, hot inflamed feeling, tingling, muscle weakness, or fatigue. The most common injuries are strains to the upper or lower back, neck, wrists, hands, and knees. Hernias and spinal disc problems are other concerns. Improper body mechanics, moving an uncooperative client, lifting too much, sudden movements, awkward space, repetitive tasks, and accidents may exacerbate a work related injury.

Lifting Using Proper Mechanics

Maintain excellent body alignment, standing near the object or person being lifted, with a stable stance will reduce the likelihood of injury. Lift with the legs and with a straight back. Acknowledge limits and request assistance with movements. When teams work together, communicate for a cohesive effort. Consider the option of using assistive devices such as gait belts, slide boards, lifts, overhead trapezes, or lifts. Heavy objects may be pushed. Carefully evaluate the most effective plan prior to initiating a lift. Be prepared for the task by stretching and warming muscles. Don't forget to adjust all brakes, wheels, fasteners, and safety devices. Simple measures such as positioning the client's extremities prior to turning ensure success. Using draw sheets on the client's beds and placement into the Trendelenburg position assist with moving a client up in the bed. Agency training is available to ensure proper technique for the employee. Physical or occupational therapy may be consulted for assistance with client specific considerations.

Prevention

Employees can help prevent injuries through regular exercise, strengthening leg, back, and core muscles. Good posture when walking, standing, and sitting promote good spinal health.

Most importantly, all injuries must be reported to the Director of Nursing, OSHA officer, and/or worker's compensation representative.

The RN is available to assist with questions.

Reference Resource:

<http://www.osha.gov/SLTC/ergonomics/index.html>

<http://www.nlm.nih.gov/medlineplus/ergonomics.html>

Test Your Knowledge

Check true or false after each statement below:	True	False
1. Using ergonomics can help prevent injuries.		
2. Keep loads away from your body when lifting.		
3. Using body mechanics means using your body correctly for every lift and move.		
4. Always try to lift heavy loads by yourself before asking someone to help you.		
5. Never lift with your legs. Use the strength of your back, instead.		
6. Avoid twisting, overreaching and bending forward.		
7. For team lifts, it's best to work with someone of similar build and height, if possible.		
8. Always assess the situation before lifting or moving.		
9. Only report serious injuries.		
10. Exercise does not really make a difference in preventing injuries related to lifting or moving.		

Key: 1. T 2. F, 3. T, 4. F, 5. F, 6. T, 7. T, 8. T, 9. F, 10. F