

TOPIC: TRANSFERRING

1. **Moving or transferring a client to and from a bed, wheelchair, or stationary chair requires the use of proper body mechanics with emphasis on planning and safety.** A safe transfer for the client and LNA is the primary goal. To prepare for a move:

- a. Gather all equipment. Be certain it is safe and in good working order.
- b. Provide for privacy. Observe client for tubing, catheters or other devices that indicate a special need. Clear the immediate area and position furniture for safety.
- c. Assess the client's size and ability to assist. Determine if you need help to move the client safely.

2. **Moving the client from a lying to a sitting position can cause dizziness and fainting.** To avoid falls and injuries, clients should be moved into a sitting position at the edge of the bed with their feet flat on the floor for at least 10-15 seconds prior to the move. When transferring a client:

- a. Be sure the client is wearing shoes or slippers with nonskid soles.
- b. Determine if the client has an affected (weak) side. Place the chair on the client's unaffected side and transfer toward the unaffected side.
- c. If the chair has wheels, set the brakes before transferring client.
- d. **Communicate with the client. Count to three to let the client know when to move.**
- e. Ask client to put his hands on your upper arms, never around your neck (which could injure you).
- f. Frequently encourage the client to help as much as possible and be alert for any sign of a problem.

3. **A mechanical lift is a hydraulic (Hoyer) or electric device used to transfer dependent or obese clients in and out of bed, wheelchair, or tub. Have another person, family member, assist when using a mechanical lift. Follow manufacturer's guidelines for use of a mechanical lift.**

4. **Transporting clients to therapies, activities, and appointments:**

- a. Approach the client from the front and explain what is going to happen.
- b. Observe for special equipment. Protect tubing to avoid client discomfort.
- c. Always push forward except when moving on and off an elevator, down a ramp, or up to a closed door. Turn the wheelchair around and back on and off elevators and down ramps. When approaching a closed door, open door, and back through the door after checking for traffic.
- d. Be certain client's legs, arms, and hands are inside the framework of the wheelchair.
- e. **Set brakes at the destination.**

5. **LNA's role:**

- a. Provide for privacy and encourage the client to help as much as possible to promote independence.
- b. Use proper body mechanics and check that equipment is safe and in good repair before use.
- c. Be patient and give the client time to adjust to changes in position.
- d. Be very aware of the position and location of the client's arms and legs when transferring and transporting and keep safety first.

ADDITIONAL DEFINITIONS:

Stationary – not moving **Dizziness** – sensation of unsteadiness or faintness causing inability to maintain balance **Dependent** – relying on others for help or support **Bath Blanket** – flannel sheet used to provide warmth and privacy