Osteopathic Solutions

3 Day Manual Handling Instructor Assessor Course

Head Office
Unit 11887
PO Box 6945
London, W1A 6US

Scotland Office
18b Charlotte Square
Edinburgh
EH2 4DF

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Learning Outcomes

- Attendees will have a knowledge of the relevant laws relating to Manual Handling including the Health and Safety at Work Act, the Manual Handling Operations Regulations, the Provision and Use of Work Equipment Regulations and the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations
- Attendees will understand the economic and social impacts of Musculoskeletal Disorders (MSDs)
- Attendees will obtain a knowledge and understanding of simple anatomy and biomechanics of the spine, and the musculoskeletal system
- Attendees will have a comprehensive understanding of unsafe lifting, carrying, lowering, pushing, pulling and team handling practices
- Attendees will understand the Manual Handling Risk Assessment process and have competency to conduct onsite Manual Handling Risk Assessments and identify practical solutions to lower MSD risk
- Attendees will be able to critique current Manual Handling Risk Assessment forms and improve if necessary
- Attendees will have the knowledge and understanding of safer Manual Handling principles and be able to demonstrate practical competency in safer Manual Handling techniques/ practices including lifting and lowering (squat and lunge technique), carrying, pushing, pulling and team handling (including team pushing and pulling)

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- Attendees will have competency in effective teaching of safer Manual Handling techniques and practice in any working environment, constructing and delivering effective in house induction and refresher training courses

Course Outline

Day 1

9.15 – 9.45

- Trainer & Attendee Introduction
- Course Outline

9.45 – 11.30

- Relevant Law in Manual Handling
- Symptoms of Musculoskeletal Disorders (MSDs)
- Basic Anatomy of the Spine – Muscles/ Ligaments/ Joints/ Discs
- Basic Function of the Spine – Kinematics Explained
- Basic Biomechanics of Spinal, Knee & Shoulder Musculoskeletal Disorders

11.30 – 12.30

- Video Footage of unsafe lifting, carrying & lowering

12.30 – 1.30 Lunch

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1.30 – 2.00

- Child's Play Video – a critique
- Basic Hip & Knee Biomechanics
- Upper Leg Muscle Function
- Video Training – Squat Lifting & Lowering Technique

2.00 – 4.30

- Practical Demonstrations & Group Practical
- **Postural Awareness & Squat Warm Up**
- **Semi Squat Lifting & Lowering**
- **Full Squat Lifting & Lowering**
- **Lunge Lifting & Lowering**
- **Carrying Loads**

Day 2

9.15 – 10.15

- **Manual Handling Risk Assessment**
- Identifying & Assessing Risk
- MAC Tool – Video Training (Group Learning)

10.15 – 10.45

- Video Footage of unsafe pushing & pulling
- Video Training – BackSafe pushing & pulling technique
- Communication Skills & Team Handling

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10.45 – 12.30

- Practical Demonstrations & Group Practical
- **Pushing & Pulling**

12.30 – 1.15 Lunch

1.15 – 2.15

- **Manual Handling Risk Assessment**
- RAPP Tool (or ART Tool or REBA Tool) – Video Training (Group Learning)

2.15 – 4.30

- Practical Demonstrations & Group Practical
- **Pushing & Pulling**
- **Team Pushing & Pulling**
- **Team Lifting, Carrying & Lowering**

Day 3

9.15 – 10.15

- **Manual Handling Risk Assessment**
- Task/ Load/ Environment/ Individual
- Load Weight Guidance
- HSE Assessment Checklists
- Common Solutions to lower risk

10.15 – 10.45

- Group Discussion with Video Footage of Attendee Practical

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10.45 – 11.15

- Group Practical

11.15 – 12.30

- Practical Assessment

12.30 – 1.00 Lunch

1.00 – 2.30

- Practical Assessment Continued

2.30 – 3.30

- Effective Teaching Skills
- Preparation for Teaching Practice
- 2 Hour Course Development – Content/ Delivery/ Organisation
- Initial Workforce Training
- Refresher Training

3.30 – 4.30

- Written Assessment

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