



**PRAIRIE NORTH REGIONAL  
HEALTH AUTHORITY**

**POLICIES & PROCEDURES**

**Number:** 15582  
**Category:** Continuing Care – Home Care  
**Title:** TLR in Home Care to Include Adult Day Program and Enriched Housing

**Approved by:** VP Integrated Health Services

*Dorinda A. King*

<b>Review Date:</b>	June 2013				
<b>Initial:</b>	<i>DK.</i>				

**Source:** Continuing Care Administrative Team  
**Date Effective:** October 26, 2012

**PURPOSE**

The purpose of this policy is:

1. To ensure client centered care and client safety during all client transfers and repositioning within a safe working environment for all staff members in the clinical area. Client transfers include the use of lifting devices with slings and assistive bath devices.
2. To ensure optimal safety for support staff in the Home Care environment in terms of object moving in the office environment.
3. To ensure that all TLR policies and procedures are in keeping with the direction of Occupational Health & Safety Policy V-501 Transferring, Lifting and Repositioning.

**POLICY**

It is the policy of the Prairie North Regional Health Authority – Home Care Services – that every staff member is trained in Transfer Lifting and Repositioning (TLR) and recertified every 3 years. TLR is to be applied in the clinical as well as the office environment.

The TLR Program will be used by all staff members to assess:

1. each client before any transfer, lift or repositioning is performed.
2. each inanimate object before the transfer/lift/movement of any object.

The TLR Program enables staff members to:

1. ensure the maximum participation and independence of the client in the performance of TLR.
2. ensure consistency in the performance and documentation of TLR.
3. assess for the appropriate TLR.
4. solve problems related to TLR.
5. communicate appropriately with clients and other staff during TLR.
6. learn the rationale behind the principles of TLR and safe body mechanics.
7. participate in the creation of safe working environments, both clinical and office.

TLR resource manual on OH&S Quick Links on MARS:

[http://mars/siteadmin/bins/doc.asp?rdc\\_id=6029](http://mars/siteadmin/bins/doc.asp?rdc_id=6029)