



3 Day Manual Handling Instructor & Risk Assessor Course

Learning Outcomes

- Attendees will have knowledge of the relevant laws related to Manual Handling including the Health & Safety at Work Act, the Manual Handling Operations Regulations, the Provision & Use of Work Equipment Regulations & the reporting of Injuries, Diseases & Dangerous Occurrences Regulations
- Attendees will understand the economic & social impacts of Musculoskeletal Disorders
- Attendees will obtain a knowledge & understanding of simple anatomy & biomechanics of the spine, and the musculoskeletal system
- Attendees will have a comprehensive understanding of unsafe lifting, carrying, lowering, pushing, pulling & team handling practices
- Attendees will understand the Manual Handling Risk Assessment Process & have competency to conduct onsite Manual Handling Risk Assessments & identify practical solutions to lower MSD Risk





- Attendees will be able to critique current Manual Handling Risk Assessment forms & improve if necessary
- Attendees will have the knowledge & understanding of safer Manual Handling principles & to be able to demonstrate practical competency in safer Manual Handling techniques /practices including lifting & lowering (squat & lunge technique) carrying, pushing, pulling & team handling (including team pushing & pulling)
- Attendees will have competency in effective teaching of safer Manual Handling techniques & practice in any working environment, constructing and delivering in house induction and refresher training courses

Course Outline

Day 1

9.15 - 9.45:

Trainer & Attendee Induction
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

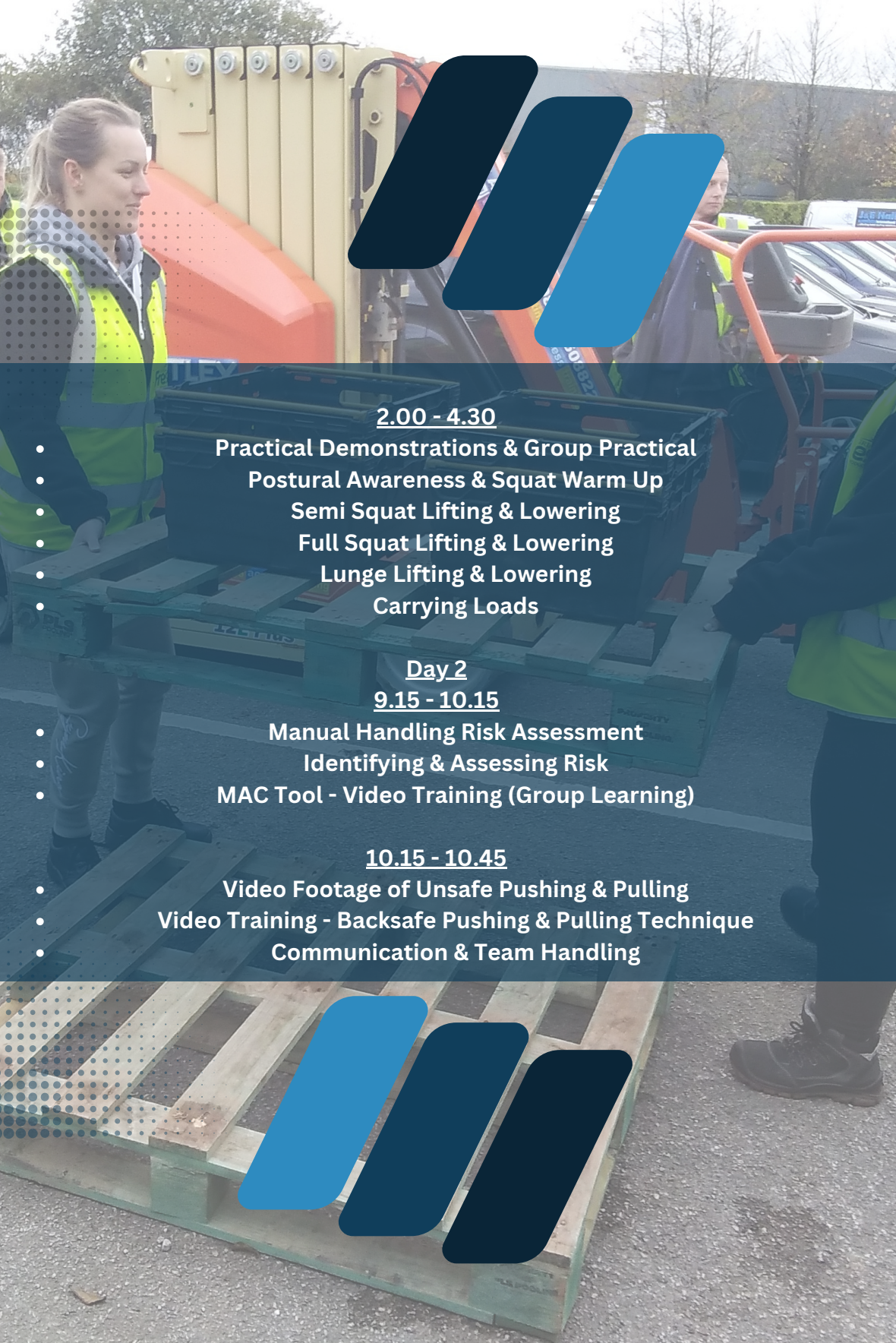
- Video footage of unsafe lifting, carrying & lowering

12.30 - 1.20 Lunch

1.30 - 2.00

- Childs 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 & 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 Checklist**
- **Common Solutions to lower risk**

10.15 - 10.45

- **Group Discussion with Video Footage of Attendee Practical**

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

