



## 4 Day Manual Handling Expert 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 hazardous 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 have an expert understanding of the MAC Tool (Manual Handling Assessment Charts), RAPP Tool (Risk Assessment of Pushing & Pulling), REBA Tool (Rapid Entire Body Assessment) & ART Tool (Assessment of Repetitive Tasks) & how to build use of these Tools into their MSD Risk Reduction Written Reports for Management



## Learning Outcomes (continued)

- Attendees will be able to critique current Manual Handling Risk Assessment forms & improve if necessary
- Attendees will understand how to construct, structure & write the most comprehensive of MSD Risk Reduction Reports for Management
- Attendees will be upskilled in pitching for Health & Safety Investment using our 'Open the CEO's Wallet' 18-minute Presentation
- Attendees will have the knowledge & understanding of safer Manual Handling principles & be able to demonstrate practical competency in Optimal 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 Optimal Manual Handling techniques & practice in any working environment, constructing & delivering in house Induction & Refresher Training Courses





# Course Outline

## Day 1

### 9.00 - 9.30

- *Osteopathic Solutions* Instructor & Attendee Introduction
- Course Outline

### 9.30 - 11.30

- Relevant law in Manual Handling
- Symptoms of Musculoskeletal Disorders (MSDs)
- Basic Anatomy of the Spine - Muscles/ Ligaments/ Joints/ Discs
- Basic Biomechanics of the Spine
- Spinal MSDs explained

### 11.30 - 1.00

- Video Training - Hazardous lifting, carrying & lowering
- Childs Play Video critique
- Basic Hip & Knee Biomechanics
- Upper Leg & Gluteal Muscle function in lifting
- Video Training - Optimal Squat Lifting & Lowering

### 1.00 - 1.45 Lunch

### 1.45 - 3.15

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



## Day 1 (continued)

3.15 - 4.30

### Manual Handling Risk Assessment

#### Identifying & Assessing Risk

- 
- MAC Tool - Client Task Video Training (Group Learning)

## Day 2

9.00 - 10.00

### Shoulder & Knee MSDs explained

#### Video Training - Hazardous Pushing & Pulling

#### Video Training - Optimal Pushing & Pulling Technique

#### Communication & Team Handling

10.00 - 11.45

### Practical Demonstrations & Group Practical

#### Pushing & Pulling

11.45 - 1.00

### Manual Handling Risk Assessment

#### RAPP Tool – Client Tasks Video Training (Group Learning)

1.00 - 1.45 Lunch







## Day 2 (continued)

### 1.45 - 3.15

#### **Practical Demonstrations & Group Practical**

- \*Pushing & Pulling**

- Team Pushing & Pulling**

- Team Lifting, Carrying & Lowering**

### 3.15 - 4.30

#### **Manual Handling Risk Assessment**

- REBA Tool – Client Task Video Training (Group Learning)**

## Day 3

### 9.00 - 10.30

#### **Manual Handling Risk Assessment**

- ART Tool – Client Task Video Training (Group Learning)**

### 10.30 - 12.30

#### **Practical Demonstrations & Group Practical**

- \*Semi Squat Lifting & Lowering**

- \*Full Squat Lifting & Lowering**

- \*Lunge Lifting & Lowering**

- \*Carrying Loads**

**\*including Awkward Tasks, Loads & Environments**

### 12.30 - 1.00

- Group Discussion with Video Footage of Attendee Practical**

### 1.00 - 1.45 Lunch

### Day 3 (continued)

#### 1.45 - 2.15

- Group Discussion with Video Footage of Attendee Practical

#### 2.15 - 4.30

##### Manual Handling Risk Assessment

- Task/ Load/ Environment/ Individual
- Load Weight Guidance
- HSE Assessment Checklist
- MSD Risk Management Report Writing
- Group Practical - Observation of Tasks, Loads & Environments

### Day 4

#### 9.00 - 10.15

- Common Solutions to lower Musculoskeletal Disorder risk
- Exoskeletons & The Future of Manual Handling
- Negligent & Biomechanically Flawed Techniques
- Pitching for MSD Risk Management - 'Open the CEO's Wallet' Pitch
- *Sorry We're Closed* - How to leverage the Book's content

#### 10.15 - 11.15

- Practical Demonstrations & Group Practical
- 'Test For Yourself' Techniques comparison







## Day 4 (continued)

11.15 - 1.00

Practical Assessment

1.00 - 1.45 Lunch

1.45 - 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

**NEW!**

# 4 DAY 'EXPERT' MANUAL HANDLING INSTRUCTOR & RISK ASSESSOR COURSE

OPTION

1



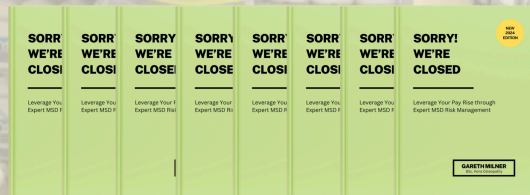
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