Reallocation of Instruments with Principles of Manual Handling Operation (MHO) in Orthopaedics Equipments Bank

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Introduction
There are different instruments and equipments storage in the Orthopaedics Equipments Bank. They have different appliances, shapes and sizes with different amounts and weights. Hazards or injuries arise as result of improper manual handling operation (MHO). 20% injuries reported whilst lifting and carrying. Therefore, proper manual handling operation is significant to reduce risk of injury. Systematic storage increases efficiency and productivities.

Objectives
(1) To set up systematic storage management with MHO principles (2) To build up accurate checklist of Orthopaedics Equipments Bank

Methodology
All items in the Orthopaedics Equipments Bank were identified and classified, discarded damaged and non-reusable items and removed reusable surplus items. Signage of each item was produced with name, photo, weights and amount. Specify label, e.g. 2-man handling and use of assistive device, was applied to heavy items. Reallocation of all items to shelves with signage in clock-wise direction, divided in different zone, from top to bottom following “Guideline for store-room management in KEC Hospitals”, “Guidelines for Lifting and Lowering” and “Principles of MHO”. Systematic instrumental checklist produced accordingly.

Result
The reallocation of instruments in Orthopaedics Equipments Bank with updated instrumental checklist had completed from 1 October to 3 December, 2014. The tasks Loads stored into box with handle to assist holding and manipulating at a distance from body’s trunk. Workspaces were sufficient to move bodies freely to prevent twisting. Heavy or frequently used loads placed around waist level to prevent stooping.
Heavy objects placed as near and convenient to reach. Trolley was recommended to carry heavy loads or multiple appliances to reduce excessive lifting, carrying distances and pushing or pulling. The loads Weights and shapes remarked with photos. Heavy and bulky loads labelled with precaution sticker. Objects with sharp parts covered with original coverage. Individual Capability No unusual strength or height required. Foot step and ladder stand-by when reaching upwards. Team operation and use of assistive device remarked. Environment It was clean, tidy with adequate places to maintain good posture; even, non-slippery and stable floor; appropriate temperature, good lighting and ventilation. Systematic reallocation of instruments with signage and updated checklist enhanced staff in MHO safety mindset, increased effective and efficient in looking for required items and accurately recorded amounts of items in Orthopaedics Equipment Bank.