



Safe Lifting Assessment for Environmental Services

PLANS & JOB HAZARD IDENTIFICATION	Met/Unmet	Comments
A written plan is in place that discusses safe lifting, identifies materials that present lifting hazards and tasks that require repeated twisting, bending, or reaching overhead.	Choose an item.	
All adverse events involving lifting are investigated with best practices in mind and corrective actions taken to prevent similar occurrences.	Choose an item.	
EVS staff observed periodically to ensure they are not handling objects that are too large or bulky.	Choose an item.	
A maximum weight limit has been established that a staff member is expected to lift alone.	Choose an item.	
Items have been identified or criteria established that require a two person lift.	Choose an item.	
No other concerns exist with plans and job hazard identification.	Choose an item.	
JOB DESIGN	Met/Unmet	Comments
Linen bag holders allow bag to drop down verses lifting out from a trash can.	Choose an item.	
Carts roll easily, casters are of proper size and material to allow easy movement.	Choose an item.	
There limits on the weight of the cart to control the amount of force needed to push/pull.	Choose an item.	
Laundry and trash carts designed to minimize the amount of force to place linens and/or trash into and out of them.	Choose an item.	
In general, jobs are designed to reduce the need for manual lifting.	Choose an item.	

Manual lifting devices are in good condition and readily available.	Choose an item.	
Basins used for dumping mop water are low and easy to access.	Choose an item.	
No other concerns with job design exist.	Choose an item.	
WORKPLACE PRACTICES	Met/Unmet	Comments
Linen bags are not overly filled.	Choose an item.	
Hand carts and dollies are in use to transport items.	Choose an item.	
Heavy or bulky items are stored at chest level or below and not directly on the floor.	Choose an item.	
Cleaning supplies are stored in small containers that are easy to handle.	Choose an item.	
Bulk cleaning supplies are stored, handled, and moved with proper devices.	Choose an item.	
Proper lifting techniques are being used by staff members.	Choose an item.	
Back belts are in use.	Choose an item.	
Storage areas are kept organized and walkways clear to allow use of manual lifting devices.	Choose an item.	
Staff are knowledgeable of how to plan/evaluate a lift.	Choose an item.	
No other concerns with workplace practices exist.	Choose an item.	
TRAINING	Met/Unmet	Comments
Material handling training is in place annually.	Choose an item.	
Training is done on proper usage of back belts if they are being used	Choose an item.	
Safe lifting training is taught annually.	Choose an item.	
Staff are trained on 2-person and team lifting/carrying techniques.	Choose an item.	
Staff are trained on identified hazards for their department and methods to prevent injury.	Choose an item.	