**HAZARDOUS MANUAL TASKS**

1. **STOP AND LOOK** plan and take time to review the task with the work team
2. **THINK IT THROUGH** have a clear plan in mind

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1. **IDENTIFY THE HAZARDS**
* do I have to lift
* how many people to do the task?
* do you have the right equipment?
* is the distance of travel to far away?
* is the path clear of obstacles?
* have you checked the Nursing Care Plan or Risk Assessment?
1. **CONTROL – COMMUNICATE & MAKE THE CHANGES** discuss potential problems. Eliminate or control the hazards

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1. **KEEP DOING THE TASK SAFELY** continually monitor for changes and new hazards.

