

SKI PAD ^{CE}

User Guide

Note: This guide is not a training manual. It has been designed to assist personnel in the safe use of the Ski Pad and needs to be assessed in line with the manual handling and cross infection policies in place within your organisation. Any manual handling techniques used within this information are merely suggested methods to move non ambulant persons in an emergency. It is accepted that there may be other more appropriate alternatives on some occasions and within slightly different environments.

Preparing the Ski Pad.

The Ski Pad is supplied with a vinyl case, which has two webbing corner handles, at the top, designed for wall mounting.

When required in an emergency, release the Velcro strap, on the outside of the case and the SKI Pad will automatically slide out, ready for use.

In an emergency, the Ski Pad can be carried to the area where evacuation is required and if possible, doors that can be secured should be opened, in readiness for the escape.



Transferring onto the Ski Pad.

There are various methods of transferring the individual on to the Ski Pad, depending where they are at the time of evacuation, this include transfer while in bed or a chair/ wheelchair, all methods require a minimum of two carers/ handlers – the text below suggests these methods.



Transferring from a chair.

Position the Ski Pad long ways on the floor in front of the chair/ wheelchair, ensuring all cross straps are unfastened and clear of the pad, ready for use – if transferring from a wheelchair ensure all breaks are put on and foot plates are removed.



Using flat hand palms Carer1 supports user's legs and guides the legs towards the end of the Ski Pad. Carer2 kneels on the Ski Pad in front of the chair/wheelchair at the opposite side to Carer1 and encourages the user to lean forward from the back of the chair.

With flat palms of hand on users hips, Carer2 carefully shuffles their bottom forward in the chair/wheelchair and slowly guides the user's hips round towards the front edge of the chair/wheelchair.

Carer1 stays close behind user and moves into a low kneeling position as user slides from the chair/wheelchair to the Ski Pad, providing support for the user's upper body. Carer2 adjusts the position of the legs and feet of user.



Both carers then help lay user flat on the Ski Pad ensuring that they are laying central. Once user is lying flat on the Ski Pad position their feet in the end foot pocket – The Ski Pad is now ready to be fastened up – See Transferring from a bed/floor.

Transferring from a bed/ floor.

If time allows transfers from a bed should be performed with the bed at a comfortable height for the carers.

Working in pairs, one person either side of the bed, remove pillows from under the patient and place to one side for later use. Prepare the individual for evacuation by wrapping them in their bedding – this will also help to ensure that they are kept warm and protected.

Carefully “log roll” the individual onto his/her side, ensuring that they are supported, by one carer at all times.

Carefully place the Ski Pad tight up against the individual, with the black plastic buckle ends closest to their body. Ensure all buckles have been unfastened and are clear of the individual. Gently roll them back on to the Ski Pad, ensuring they are lying centrally on the pad, before placing their feet in the pocket.

Place pillows across the chest and legs and if enough pillows are available place one under the head.

Secure the cross straps over the patient and tighten creating a “U” shape with the pad to cocoon the patient. The straps need to be tight but comfortable for the patient. Ensure that any loose ends of the cross straps are tucked under the fastened cross straps to prevent tripping and the end pulling straps are accessible – in readiness to move the Ski Pad.

Transferring off a bed.

Various methods of taking the patient off the bed can be used. Please consult your Moving and Handling department to ascertain the correct method of transfer for your own, specific environment.

Method 1

If the type of bed and space allows, the bed can be tilted up from the head end and the patient can be taken off the bed from the foot end.

To perform this firstly ensure that the bed is at its lowest position and remove the detachable foot end of the bed. The bed can then be tilted from the head end and with at least one carer at each end of the Ski Pad, the patient can be taken off the foot end of the bed to the ground using the end pulling handles, in a slow, controlled manner, ensuring the head end operator keeps the pulling strap short and protects the individuals head throughout.

Method 2

If it is not possible to transfer off the bed from the foot end, then a transfer from the side will need to be performed.

To do this, firstly lower the bed to its lowest position. With a carer at each end of the Ski Pad, holding the end pulling handles, manoeuvre the Pad into position so that the patient lays across the bed ready to be guided to the floor.



Method 2 (Continued)

The person at the head end keeps the straps short and starts to move backwards allowing the Ski Pad to touch the floor. The foot end operator allows the straps to move through their hands controlling the descent of the Ski Pad onto the floor.

Once off the bed, the patient is ready to be moved to an area of safety.

Moving across the floor

Once the Ski Pad is on the floor it should be pulled from the same end by both operators - usually the foot end. If additional doors are to be negotiated, then it is usual to pull through these head-first to ensure that the doors will not shut on the head of the service user.

However, it is vital that the patient approaches any stairs feet first.

Moving down the stairs

With one person at each end of the Ski Pad the patient can be transported down the stairs.

It is very important that the person at the foot end keeps the pulling straps short, until the upper part of the body has come over the top step.

The operator at the head end should keep the pulling strap long and assist by slightly raising the handle as the body moves over the top step.

The foot end operator controls the speed of descent. Communication is fundamental to ensure the head end operator does not overbalance in an attempt to keep up.

When reaching the half landing it is important to steer a wide course, so you do not encounter problems with the central pillar of the staircase.

If needed the cross straps can be used to help position the mattress on landings ready for descent.

N.B the straps must be held - do not wrap the pulling straps around the hands or wrists.

Once the patient has exited the building and reached a point of safety, the cross straps can be loosened to ensure the patient is comfortable.

A video containing an overview to the use of the Ski Pad can be found on the Ski Pad Website, Hospital Aids Website and Hospital Aids YouTube Channel. Onsite demonstrations and training packages are available across the UK, Ireland and in other distribution countries - contact us for more details.

