HCA London

COURSE TITLE:

MANUAL HANDLING COURSE

MODULE	MODULE NAME	OBJECTIVE
1	Introduction to Manual Handling	To understand what manual handling involves, the common risks associated with moving and handling objects, the types of injuries that may occur, and the responsibilities of employers and employees.
2	Manual Handling Regulations	To understand the main legislation governing manual handling, including employer and employee responsibilities, risk reduction requirements, safe use of equipment, training, inspection and reporting of unsafe practices.
3	Basic Anatomy	To understand the main structures of the musculoskeletal system, including the spine, muscles, joints, ligaments and tendons, and how poor handling techniques can place stress on the body.
4	Manual Handling Tasks	To understand the different types of manual handling tasks, including lifting, lowering, carrying, pushing, pulling, holding, supporting and team handling, and the factors that can affect their level of risk.
5	Manual Handling Injuries	To understand how manual handling can cause sudden and gradual injuries, recognise common musculoskeletal disorders, identify their symptoms and risk factors, and understand how repeated physical strain can affect the body.
6	Risk Assessment	To understand how to assess manual handling risks using Task, Individual, Load and Environment, apply appropriate risk assessment approaches, identify hazards and introduce suitable measures to reduce the risk of injury.
7	Safe Handling Techniques	To understand how to plan a manual handling task, assess the load and route, establish a stable position, maintain a secure grip and suitable posture, keep the load close, and avoid twisting during movement.

8	Mechanical Aids and Handling Equipment	To understand the different mechanical aids and handling equipment available for moving objects, their appropriate uses and limitations, and the importance of safe use, maintenance, inspection and reporting of defects.