SAFETY CONVERSATION

WHAT YOU'RE GOING TO LEARN

In this safety conversation we will be looking at Dynamic Risk Assessments and how to complete them to reduce the likelihood of manual handling injuries.

HOW IT WILL HELP YOU IN YOUR JOB

Following this conversation, you will:

- Understand what a dynamic risk assessment is and when to use one
- Know what TILEO means
- Understand how to implement it in your daily tasks
- Know how this links into See Care Share and the Safety Behaviours

WHAT YOU NEED TO KNOW

Manual handling related incidents are continuously in the top 5 types of incidents within our business and are the 2nd leading cause of over 7-day injuries. In order to reduce the likelihood of injuries it is important to carry out a Dynamic Risk Assessment, which is an on the job risk assessment.

A dynamic risk assessment follows the acronym of TILEO: Task, Individual, Load, Environment and Other Factors (Organisation & PPE). A dynamic risk assessment helps you, as the person undertaking the task, to identify any hazards as well as any additional controls that might be required to carry out the task safely.

What does TILEO look like in practice when carrying out your job? It is a risk assessment, but not necessarily one we document but rather do as part of the task. There are five elements of TILEO that you need to be aware of to carry out your dynamic risk assessment.

Task – When considering the task, you should be thinking about:

- Does it involve twisting, stooping or reaching upward (this adds strain to your back and arms)?
- Will it involve carrying over long distances, holding the load away from your body or repeating the task several times?

Individual – This means thinking about your capabilities or those of the people you are asking to carry out the task:

- Does the task require additional strength or physical capability?
- Is special information or training required for the task?

Load – Now you are assessing the load itself:

- Is the weight of it more than you can carry on your own, can it be broken down into smaller loads?
- It is difficult to grasp, does the physical size/shape of it make it awkward to carry or is obscuring your vision as you walk?
- What condition is it in – does it have sharp edges or is it hot to touch?

Environment – Consider your environment as well as the route you are taking:

- Is the environment cramped?
- What is the floor condition or does the route have steps or slopes?
- What are the physical conditions: is it hot or humid, or is raining and you are required to go outside?

Other Factors – Think about things like organisation and PPE:

- Have you got enough time, resources and equipment to carry out the task?
- Are you wearing the correct PPE for the task or do you need more?

Carrying out dynamic risk assessment before carrying out a manual handling task will give you a good idea of the hazards present as well as what controls you may need to reduce the likelihood of an injury.

Topic: Manual Handling – Dynamic Risk Assessment

BE MINDFUL

- Before carrying out a manual handling task complete a quick dynamic risk assessment
- Where you identify possible hazards in the task be sure to put suitable controls in place to reduce the hazards

SPEAK OUT

- If you do not feel comfortable or able to carry out a manual handling task, ask for help or let your supervisor know
- If manual handling equipment or PPE is defective report this as soon as possible and stop the use of the equipment or PPE

GET INVOLVED

- If you see a colleague struggling to carry or push something, step in and help
- Encourage your colleagues to carry out a dynamic risk assessment before performing a manual handling task
- If someone is doing a task unsafely stop them and help

YOUR VALIDATION

- What is a dynamic risk assessment and when should it be used?
- What does TILEO stand for?
- What should you do if you if you identify hazards as part of the risk assessment?

MORE INFORMATION

- HSE Website
  - Risk Assessments MAN 09 & 10
  - Health and Safety section
  - Safety A – Z Manual Handling