

CIEH Principles of Manual Handling Health and Safety Qualification Course Information

Principles of Manual Handling is a stand-alone qualification, which complements CIEH Health and Safety programmes. It is aimed at those who carry out manual handling activities at work and introduces students to the hazards of manual handling, the risks involved and controls available and what to expect from a manual handling assessment.

Successful completion will prepare students to look carefully at their own work activities and contribute to the development of safer methods and tasks, in co-operation with their managers and supervisors. The qualification is not intended to train students to carry out manual handling assessments nor to provide detailed training on handling techniques.

While this unit of study can be delivered as a stand-alone qualification and there are no specific pre-requisites, it is strongly recommended that students should already hold the CIEH Foundation Certificate in Health and Safety or Level 2 Award in Health and Safety in the Workplace.

Topic areas covered

- The process of manual handling in the workplace.
- Manual handling injuries and the activities which cause them.
- Manual handling assessment and control options.
- Responsibilities imposed by the Manual Handling Operations Regulations.

Objectives

By the end of the programme the student will be able to:

- i explain what is meant by the term 'manual handling' and give examples;
- ii explain how manual handling can cause injury and give examples;

- iii state the principles for controlling manual handling risks and apply these in a practical context;
- iv demonstrate a general understanding of the value and purposes of conducting a manual handling assessment and what employees can expect of such assessments;
- v demonstrate an understanding of the main provisions of the Manual Handling Operations Regulations.

The programme is designed to be delivered in 2 - 3 hours and assessment is by means of a short objective test of 20 questions.

Training Materials

A training resource package has been specifically designed to assist trainers to deliver the course. The resource package contains:

- detailed session plan, with training tips and guidelines for stimulating interest and involvement
- CD-ROM with a PowerPoint presentation for use on PCs, containing a full set of text and graphic slides. These may be used as a presentation from the CD-ROM, or printed onto acetates. You will not require additional software to run the presentation, although to amend the presentation you will require PowerPoint version 4.0 or later edition.
- black and white paper masters, including several graphic images, which can be copied onto acetates as necessary
- 6 laminated photographs illustrating a variety manual handling activities in workplace environments, for use in exercises and for stimulating discussion.



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