

REGISTRATION SLIP

Transfer Techniques (Train-the-Trainer)

18 – 19 Feb 2019

Fee (inclusive of 7% GST):

- S\$500 (SingHealth staff)
- S\$560 (Regular)

The information provided is true and accurate to the best of my knowledge. Submission of any false information will render my application void with no refund of registration fee. Submission of my professional certification or qualifications for auditing purpose may be required.

PARTICIPANT'S PARTICULARS

Name:
(to be reflected on cert)

Employee No (SGH staff only):

Contact No:

Email:

Profession:

- AHP (Please indicate): _____
- Doctor Nurse Others: _____

Department:

Organisation:

CANCELLATION POLICY

Any cancellation or replacement must be conveyed to PGAHI in writing. A cancellation fee of 50% of course fee will be charged if the cancellation is received before 1 Feb 2019. There will be no refund of course fee for cancellation on or after 1 Feb 2019. PGAHI reserves the right to cancel the course and fully refund the amount of course fee paid to the participants should unforeseen circumstances necessitate it.

Cheque payment: Please issue cheque payable to "Singapore General Hospital Pte Ltd".

Please send an invoice to my organisation:

BILLING DETAILS

Bill to:

Contact Person:

Tel No.:

Email:

Billing Address:

Participant's NRIC No.:

- I consent to Singapore General Hospital and its related corporations (collectively 'SingHealth'), their agents and SingHealth's authorised service providers collecting, using, disclosing and/or processing my personal data, in order to send me marketing materials, etc.

I confirm and agree that my consents granted herein do not supersede or replace any other consents which I may have previously provided to SingHealth in respect of my personal data, and are additional to any rights which SingHealth may have at law to collect, use or disclose my personal data.

By providing the information set out in this form and submitting the same to you, I confirm that I have read, understood and consent to the SingHealth Data Protection Policy, a copy of which is available at <http://www.singhealth.com.sg/pdpa>. Hard copies are also available on request.

- By registering for the course, you agree to the terms & conditions of PGAHI. Click [here](#) or visit PGAHI website for more information.



**SGH
PGAHI**

POSTGRADUATE
ALLIED HEALTH INSTITUTE



Transfer Training

18 – 19 Feb 2019

Closing Date: 1 Feb 2019

INTRODUCTION

Different groups of healthcare workers run the risk of injuring themselves at work due to heavy lifting and manual patient handling (i.e. lifting, transferring and repositioning patients). Thus, it is important for various departmental safety coordinators, trainers and supervisors and staff to acquire basic knowledge on proper body mechanics and correct techniques in lifting and manual handling of patients. Upon completing the course, they will be able to perform a transfer safe and efficiently.

COURSE OBJECTIVES

- Share and demonstrate good ergonomics during transfer
- Learn the use of various types of assistive transfer devices
- Learn and demonstrate various patient transfer techniques
- Develop problem solving skills to select appropriate patient transfers technique

FACULTY

Lin Sijie

Senior Occupational Therapist
Singapore General Hospital

Dorene Low

Senior Occupational Therapist
Singapore General Hospital

Benjamin Yap

Senior Occupational Therapist
Singapore General Hospital

COURSE OUTLINE

Day 1: Principles of Safe Handling & Practical Session on Transfers (1)

- Work-related Musculoskeletal Disorders.
- Principles in Safe Handling of Load.
- Proper body mechanics in manual lifting and patient handling.
- Practical session to master various transfers.
- Transfers practice can be customised according to the needs of the participants, but at the minimum will include:
 - a. Bed to Wheelchair;
 - b. Wheelchair to couch / armchair / chair; and
 - c. Position of patient for transfer with use of hoist.

Day 2: Practical Session on Transfers (2), Transfer Teaching Skills &

Scenario Assessment

- Transfer session conducted by Participants.
- Able to select appropriate transfer method based on case scenarios.
- MCQ assessment of theory
- Scenario assessment

COURSE DETAILS

Date	:	18 – 19 Feb 2019
Time	:	9.00 am – 5.00 pm
Venue	:	Therapy Skills Training Lab Academia, Level 1 20 College Road Singapore 169856
Fee	:	\$500 per pax (SingHealth staff) \$560 per pax (Regular) Fees are inclusive of 7% GST

TARGET PARTICIPANTS

Allied Health Professionals with :

- Experience in patients' transfer
- Supervisory role at work (who need to teach staff how to manage transfer)

CONTACT & ENQUIRIES

Ms Joyce Lee

SGH – Postgraduate Allied Health Institute

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