

## Transferring Lifting Repositioning (TLR®) Program® for EMS

### EMS Trainer Lesson Plan Guidelines for Split Classroom (online learning and classroom)

#### Process for Teaching the Split Classroom Approach

To understand the online content, TLR EMS trainers must complete the TLR EMS online course prior to teaching a split classroom session.

When teaching a split classroom training session, TLR EMS trainers use the current TLR EMS Trainer Guide, TLR EMS User Manual, PowerPoint and this Lesson Plan Guidelines for Split Classroom. Participants would complete the online portion within 6 (six) weeks of attending a classroom session - this timeline is for optimum retention of the information.

This lesson plan offers some questions to “bridge” the online learning into the classroom portion and to assist with ensuring the theory is reviewed in class.

This lesson plan supports one TLR EMS trainer to a class of 6 participants; exceeding the number of participants may increase the duration required for classroom training.

Wallet cards are only issued when the required classroom portion is successfully completed by the participants.

#### Online Modules and Learning Outcomes

Each of the online modules are indicated in this lesson plan. The modules in the online education course align with the Modules in the TLR EMS User Manual.

TLR EMS Education Online	TLR EMS User Manual
Saskatchewan's Legislation	Saskatchewan's Legislation
Module 1 - Good Posture and Safe Body Mechanics	Module 1 - Good Posture and Safe Body Mechanics
Module 2 - Risk Assessment	Module 2 - Risk Assessment
Module 3 - Object/General Moving Techniques	Module 3 - Object/General Moving Techniques
Module 4 - Patient Moving Techniques/Guidelines	Module 4 - Patient Moving Techniques/Guidelines

Participants complete risk assessment worksheets during the online education, this document is available within the online course and in the TLR EMS semi-secure program area. Participants would bring their completed worksheets to the classroom training. The classroom portion provides participants with a review of theory, opportunity to ask questions, role play and practice of applying the principles in the theory. Then teaching of the TLR EMS safe moving techniques/guidelines would take place with complete demonstration and explanation of the techniques by the trainer, followed by participant practice and then the required return demonstration by each participant.

Participants will receive the appropriate TLR EMS Participant Handbook for the classroom portion.

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The recommended timeline with one trainer to 6 participants is as follows:

TLR EMS Object & Patient Moving
completion of online plus <ul style="list-style-type: none"><li>5 hours +/- classroom to review theory, have discussion on risk assessment process, adequate time to demonstrate safe body mechanics and object moving techniques, have each participant practice and provide a return demonstration. Then train on the patient mobility risk assessment, overview of Mobility Record and TLR logos, adequate time to demonstrate safe body mechanics and patient moving techniques, have each participant practice and provide a return demonstration</li></ul>

Time indicated for each topic below are estimated and you can adjust those accordingly.

### Lesson Plan

Welcome and housekeeping (2-3 minutes)

- Participant sign in/attendance sheet (can be completed as participants arrive)
- Distribute participant workbooks and name tent cards if not already set out
- Distribute evaluation and participants complete the first portion on page 1 (pre and post self-rating)
- Have each participant complete the Fit for Training declaration

**DO:** Review the content for each of the modules listed below, asking questions and having a discussion.

### Online Learning Saskatchewan's OH&S Legislation (2-3 minutes)

- Saskatchewan's occupational health and safety legislation
- employer and worker responsibilities under Saskatchewan's occupational health and safety legislation
- every worker's 3 legislated rights
- accountability

**SAY:** In the online learning course you learned about Saskatchewan's occupational health and safety legislation. You also learned about every worker's 3 legislated rights.

**ASK:** Can someone share what those rights are?

**SAY:** You also learned about accountability.

**ASK:** Can someone share what accountability means?

**ASK:** What questions are there before we continue?

### Online Learning Module 1: Good Posture and Safe Body Mechanics (5-10 minutes)

- good posture (standing, sitting, dynamic and static muscle action)
- safe body mechanics (safe stance, 3 natural curves of the spine, using the core/buttocks/thigh/calf muscles, safe and effective grip, comfort zone, weight transfer)
- musculoskeletal injuries including preventative/corrective actions
- TLR's Checkpoints to Safe Body Mechanics video is included in the online learning module

**SAY:** In the online course you learned about Good Posture and Safe Body Mechanics. Let's take a few minutes to review that information.

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**GO TO:** Module 1 - Good Posture and Safe Body Mechanics in your TLR EMS Trainer Guide and TLR EMS User Manual

**DO:**

- Review good posture
- Review safe body mechanics; have participants stand and practice
- Review information on MSIs, preventative/corrective action

**ASK:** What questions are there before we continue?

**Online Learning Module 2: Risk Assessment (25-30 minutes)**

- a hazard, a risk
- TLR's risk assessment process (self, environment, equipment, object/task)
- considerations to manage or eliminate identified risks
- TLR EMS's *In the Moment* risk assessment
- TLR EMS's steps to a moving task (assess, select, prepare, move, evaluate, communicate)
- TLR's written activities for risk assessment (self, environment, equipment, object/task) were included in the online learning module

**SAY:** In the online course you learned about Risk Assessment - this included a variety of areas to assess - self, environment, equipment, object/task

**GO TO:** Module 2 - Risk Assessment in your TLR EMS Trainer Manual and TLR EMS User Manual

**DO:**

- review areas of risk assessments; discuss the areas to assess, ways to manage/eliminate for self-assessment
- ask questions such as
  - for self-assessment, can someone give an example of the areas you assessed and how you would manage/eliminate risks?
- for environment, equipment, object/task continue the review and discussion

**ASK:** What questions are there before we continue?

**Online Learning Module 3: Object (General) Moving (50-60 minutes)**

- provided only a high level introduction of moving techniques by videos

**DO:**

- teach the Object (General) Moving section as you would with full classroom training.
- use your TLR EMS Trainer's Guide and the TLR EMS User Manual.
- discuss, demonstrate the technique using safe body mechanics.
- give adequate time for practice prior to a return demonstration.

**ASK:** What questions are there before we continue?

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### Online Learning Module 4: Patient Moving videos (3-4 hours)

- provided only a high level introduction of TLR's client moving techniques by videos

#### DO:

- use the TLR EMS Trainer's Guide and TLR EMS User Manual for the patient mobility risk assessment
- provide an overview of Mobility Record and TLR logos used in controlled settings
- discuss, demonstrate safe patient moving techniques/guidelines
- give adequate time for practice prior to return demonstration

Then conclude the classroom portion for participants to be deemed trained in TLR, you can close the training by:

- thanking everyone for their participation
- encouraging them to use the skills learned in TLR EMS
- have participants complete the evaluation form and the Fit for Training declaration
- issue wallet cards

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