

# Prevalon<sup>®</sup> Seated Positioning System (SPS)

## Competency skill checklist



<b>Name:</b>
<b>Date:</b>

<b>Set up</b>	<b>Completed</b>	<b>Comments</b>
1. Ensures that chair is positioned to allow for adequate room for staff behind the chair.		
2. Locks wheels on chair.		
3. Places SPS on the seat of the chair, product tag at the back of the seat facing up. Tucks the two clear tabs into the back of the chair.		
4. Ensures that top layer of SPS is fully extended over the front of the seat, keeping handles accessible (not under the patient). Covers SPS with Microclimate Management Pad.		
<b>Patient positioning</b>	<b>Completed</b>	<b>Comments</b>
5. Follows facility patient handling policy to assist patient to the bedside chair.		
6. Obtains adequate help before repositioning.		
7. Once patient is seated, stands behind chair, grasps the nearest handle and braces foot or leg on the back of the chair for support.		
8. Staff simultaneously pull handles until the patient slides back into the chair and is in the upright position.		
9. Secures the handles behind the chair, safely out of the way.		
<b>Prior to transferring patient from chair</b>	<b>Completed</b>	<b>Comments</b>
10. Maintains good body alignment standing in front of the chair and uses SPS to slide patient to the front of the chair, if desired.		
11. Grasps a handle in each hand and pulls them in an alternating fashion to position the patient at front of chair with feet on the floor.		
12. Follows facility patient handling policy to assist patient out of the chair.		

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Employee signature

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Observer signature