mobility

Manual Handling: Manual Wheelchair Work Instruction

Transferring a wheelchair into/out of the boot of a car

N.B. Safety Warning: Lifting a wheelchair incorrectly can injure your back, do not attempt to lift the wheelchair on your own if it is too difficult.

Alternative options may include:

- A ramp to roll the wheelchair into the boot.
- A wheelchair carrier or electric hoist fitted to car roof top or towbar

Before lifting, minimise the weight of the wheelchair by removing the leg rests, and/or armrests.

Note: On some models you cannot remove these items.

Step 1

Reverse the wheelchair up to the boot of your car so that the push handles are protruding over the lip of the boot.

Step 2

Put the wheelchair brakes on. A critical step.

Step 3

Bend your knees and hold the frame of the wheelchair. Lift the wheelchair slightly; the push handles should be ‘hooked’ on the edge of the boot.

Step 4

Raise the wheelchair to boot height. The rear wheels should now be level with the boot

Tilt the wheelchair over so the frame is horizontal. You should now be holding the front of the frame and the rear wheel.

Step 5

Gradually slide the wheelchair into the boot ensuring that you do not scratch your car. Using a blanket will minimise this risk.

Step 6

Place the armrests and leg rests into the boot next to the wheelchair



Pushing a wheelchair on flat ground

Step 1

Plan your route by considering potential obstacles. Is it possible to avoid narrow doors and corridors, steps, low branches, slippery floors, and steep footpaths?

Step 2

When pushing, be close to the wheelchair, have a straight back and push with your whole-body weight and leg muscles. Keep your arms near your body and your elbows bent.

Step 3

When stopped, ensure that the brakes are always on. To fully apply brakes: push them until they ‘click’ on.

Pushing a wheelchair down a slope

Step 1

Check for any obstacles before moving. If the slope is very steep, find someone to assist you.

Step 2

Go down backwards slowly using your leg muscles and body weight to slow the chair down.

Try not to twist to look behind you whilst moving.

Pushing the wheelchair up onto a footpath or kerb

Step 1

Look for a ramp, driveway, or other alternative. If there is no option stand close to chair at the back, firmly holding the handles.

Step 2

Face the wheelchair as close as possible to kerb.

Step 3

Put your foot on the tipping or tilt bar (the lower horizontal bar between the back wheels).

Step 4

Tip the chair back using the tipping bar until balanced on rear wheels. Ensure you keep your back straight using your arm and leg muscles to balance chair.

Step 5

Push steadily and firmly forward until the front wheels are on the pavement and the back wheels ride up.

Step 6

Roll the wheelchair up kerb and never attempt to lift the rear wheels off the ground.



Pushing the wheelchair down a footpath or kerb

Step 1

Reverse the wheelchair to edge of kerb.

Step 2

Carefully step down from the kerb onto the road (or lower surface) while holding onto the chair. Let the person know that the chair will dip and roll down.

Step 3

Gently lower the wheels, rolling slowly down the kerb, making sure that both rear wheels hit the ground together.

Step 4

Use the tipping bars (lower horizontal bar between the back wheels) to raise the front wheels and roll the wheelchair back on its rear wheels. Ensure you keep your back straight using your arm and leg muscles to tip chair.

Step 5

Move backwards until the front wheels clear the kerb and gently lower down onto the road.

Source: Loddon Mallee Regional Palliative Care Consortium Carers-Kit_How-to-push-a-person-in-a-wheelchair.pdf (lmrpcc.org.au)