



MCAULEY MEDICAL, INC.

Healthcare Safety and Security

Gold Rollboard

In-Service Checklist

Rollboard Lateral Transfer System

System Overview

- What is Rollboard and when is it to be used (*lateral transfer*)
- The purpose is to allow transfer with no lifting (*only push and pull forces*)
- The secret is two low friction materials matched to reduce friction
- Match the model of Rollboard with the room or surfaces it will be used on
- Used throughout hospital in all departments
- MRI compatible
- Designed to hang on a hook in a room so you never have to go looking for it
- No Electricity, No Noise, No Laundry so it's environmentally friendly

Positioning Patient on the Rollboard

- Use the draw sheet on bed or add a draw sheet to the Rollboard leading edge
- Log roll patient, bring Rollboard alongside patient, log roll patient onto board
- You only need one third to one half of patient on board, not more than that
- Adjust head and feet so they are on the board
- Patients head must be supported, feet can hang over the bottom if patient is tall
- Disposable sheet covers the Rollboard and is optional

Performing a Lateral Transfer

- We recommend two attendants be present for each transfer
- Always lock the wheels on both bed and gurney prior to performing a transfer
- Raise the bed rails
- As one attendant pushes on hip and shoulder, the receiver pulls the draw sheet
- Once the transfer is made, roll patient and remove board
- With patients of size, it may be easier to remove by grabbing the ends of the board

Cleaning and Storage

- Same procedure as cleaning hospital mattresses and surfaces (germicidal cleaner)
- Once cleaned, hang the Rollboard back on the hook in the room where it belongs

Safety

- Never leave a patient unattended
- Always lock the wheels on both bed and gurney prior to performing a transfer
- Keep side rails in the upright and locked position while transporting and waiting