

Level 2 Award in Principles of Manual Handling

How to deliver

This qualification will benefit anyone who has to carry out any manual handling activities at work by introducing them to the:

- hazards of manual handling
- risks involved
- controls that are available to help prevent injury.

Candidates will be able to look carefully at their own work activities and contribute to the development of safer working practice in co-operation with their supervisors and managers.

The Level 2 Award in Principles of Manual Handling programme is not intended to train candidates to carry out manual handling risk assessments, but it will help them to understand and contribute to the development of such assessments. Candidates requiring training in manual handling techniques should be referred to the CIEH Level 2 Award in Manual Handling – Principles and Practice programme.

Successful completion of the training programme for the CIEH Level 2 Award in Principles of Manual Handling will enable candidates to understand:

- that manual handling operations can be hazardous to health
- how manual handling operations can cause injury and harm
- the scope of legal requirements with regard to manual handling operations in the workplace.
- the process for assessing risks from manual handling and the factors that need to be considered in a manual handling risk assessment
- the value of risk assessment and how it applies to safe manual handling practice.

The training time to cover the syllabus must be at least three hours and is typically covered in half a day. The time taken to deliver the programme does not include refreshment breaks, revision sessions or 'mock' examinations.

Candidates are assessed by an examination paper consisting of 30 multiple choice questions to be completed in one hour under examination conditions (see 'Procedure for Examination and Assessment' in the Procedures Manual for full details on examination administration). Sample examination questions are included in the registration approval pack. Candidates must participate in at least 80% of the course to be eligible to take the examination.

Candidates who achieve 20 or more correct answers will pass the examination and receive a certificate. The results for the CIEH Level 2 Award in Principles of Manual Handling take approximately two weeks to process. Certificates will be sent directly to the centre where the training was delivered.

The CIEH has developed a training pack to help trainers deliver the programme in a structured way. The training pack includes a copy of the course booklet entitled *Principles of Manual Handling* and a *Trainers' Notes* manual, including a CD containing a PowerPoint presentation.

To purchase the course booklet, training pack and/or examination papers please complete an order form.

Order forms and other resources for trainers are available on our website www.cieh.org/training



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