Job Demands Checklist
Position: General Ward Nurse

| **Frequency** |  |
| --- | --- |
| **I** | Infrequent – Activity exists for a short time on an intermittent basis when performing the job |
| **O** | Occasional - Activity exists up to ¼ of the time when performing the job |
| **F** | Frequent - Activity exists between ¼ to ¾ of the time when performing the job |
| **C** | Constant – Activity exists for more than ¾ of the time when performing the job |
| **N** | Not Applicable - activity is not required to perform the job |

| **Frequency**  | **Infrequent** | **Occasional** | **Frequent** | **Constant** | **N/A** |
| --- | --- | --- | --- | --- | --- |
| **Physical Demands Description** |
| **Sitting** - Remaining in a seated position to perform tasks  | **X** |  |  |  |  |
| **Standing** - Remaining standing without moving about to perform tasks |  |  | **X** |  |  |
| **Walking** - Floor type: even / uneven / slippery, indoors / outdoors, slopes  |  |  |  | **X** |  |
| **Running** - Floor type: even / uneven / slippery, indoors / outdoors, slopes | **X** |  |  |  |  |
| **Bend / Lean Forward from Waist** - Forward bending from the waist to perform tasks |  |  | **X** |  |  |
| **Trunk Twisting** - Turning from the waist while sitting or standing to perform tasks |  |  | **X** |  |  |
| **Kneeling** - Remaining in a kneeling posture to perform tasks | **X** |  |  |  |  |
| **Squatting / Crouching** - Adopting a squatting or crouching posture to perform tasks |  | **X** |  |  |  |
| **Crawling -** Moving by crawling on knees & hands to perform tasks |  |  |  |  | **X** |
| **Leg / Foot Movement** - Use of leg and / or foot to operate machinery |  | **X** |  |  |  |
| **Climbing stairs or ladders**  - Ascend / descend stairs, ladders  | **X** |  |  |  |  |

| **Frequency** | **Infrequent** | **Occasional** | **Frequent** | **Constant** | **N/A** |
| --- | --- | --- | --- | --- | --- |
|  **Physical Demands Description** |  |  |  |  |
| **Lifting / Carrying - Light lifting and carrying**  |  |  |  |  |  |
| **0 – 9kg** |  |  |  |  |  |
| Waist to Overhead (1) 0 – 5kg |  | **X** |  |  |  |
| Waist to Overhead (2) 6 – 9kg | **X** |  |  |  |  |
| Waist to Shoulder |  |  | **X** |  |  |
| Waist to Floor  |  |  |  | **X** |  |
| Bilateral Carrying |  |  |  | **X** |  |
| **Lifting / Carrying - Moderate lifting and carrying** |  |  |  |  |  |
| **10 – 15kg** |  |  |  |  |  |
| Waist to Overhead |  |  |  |  | **X** |
| Waist to Shoulder | **X** |  |  |  |  |
| Waist to Floor  |  | **X** |  |  |  |
| Bilateral Carrying |  | **X** |  |  |  |
| **Lifting / Carrying - Heavy lifting and carrying** |  |  |  |  |  |
| **16kg and above** |  |  |  |  |  |
| Waist to Overhead |  |  |  |  | **X** |
| Waist to Shoulder |  |  |  |  | **X** |
| Waist to Floor  | **X** |  |  |  |  |
| Bilateral Carrying | **X** |  |  |  |  |
|  |  |  |  |  |  |
| **Reaching** - Arms fully extended forward or raised above shoulder |  | **X** |  |  |  |
| **Pushing / Pulling / Restraining** - Using force to hold/restrain or move objects toward or away from the body |  |  | **X** |  |  |
| **Head / Neck Postures** - Holding head in a position other than neutral (facing forward) | **X** |  |  |  |  |
| **Hand and Arm Movements** - Repetitive movements of hands and arms  |  | **X** |  |  |  |
| **Grasping / Fine Manipulation** - Gripping, holding, clasping with fingers or hands  |  |  | **X** |  |  |
| **Driving** - Operating any motor powered vehicle | **X** |  |  |  |  |

| **Frequency** | **Infrequent** | **Occasional** | **Frequent** | **Constant** | **N/A** |
| --- | --- | --- | --- | --- | --- |
| **Sensory Demands Description** |
| **Sight** - Use of sight is an integral part of work performance e.g. viewing of X-Rays, computer screens – e.g. patient / client observation |  |  |  | **X** |  |
| **Hearing** - Use of hearing is an integral part of work performance e.g. answering of telephones |  |  |  | **X** |  |
| **Smell** - Use of smell is an integral part of work performance e.g. working with chemicals |  |  |  |  | **X** |
| **Taste** - Use of taste is an integral part of work performance e.g. food preparation |  |  |  |  | **X** |
| **Touch** - Use of touch is an integral part of work performance |  |  |  | **X** |  |
| **Psychosocial Demands Description** |
| **Distressed people** – e.g. emergency or grief situations |  |  | **X** |  |  |
| **Aggressive or Uncooperative People** - e.g. drug /alcohol, dementia, mental illness |  |  | **X** |  |  |
| **Unpredictable People** – e.g. dementia, mental illness, head injuries |  |  | **X** |  |  |
| **Restraining** - involvement in physical containment of patients/clients |  | **X** |  |  |  |
| **Exposure to Distressing Situations** – e.g. injured patients/clients, viewing dead / disfigured bodies, verbal abuse, child abuse, domestic violence, suicide |  |  | **X** |  |  |
| **Environmental Demands Description** |
| **Dust** - Exposure to atmospheric dust e.g. sawdust | **X** |  |  |  |  |
| **Hazardous substances** - Working with substances requiring precautionary measures and use of PPE e.g. chemicals, gases, liquids |  | **X** |  |  |  |
| **Biological hazards** - e.g. exposure to body fluids, bacteria, infectious diseases e.g. inpatients and outpatients |  |  |  | **X** |  |
| **Noise** - Environmental / background noise necessitates people raise their voice to be heard | **X** |  |  |  |  |
| **Low lighting** - Risk of trips, falls or eyestrain | **X** |  |  |  |  |
| **Sunlight** - Risk of sunburn exists e.g. more than 10 minutes per day in sunlight |  |  |  |  | **X** |
| **Extreme temperatures** - Environmental temperatures less than 15C or higher 35C  |  |  |  |  | **X** |
| **Slippery or uneven surfaces** - Greasy or wet or icy floor surfaces, ramps, uneven ground – e.g. covered / enclosed walkway |  |  | **X** |  |  |
| **Restricted Spaces** - require ability to crawl, climb, step over obstacles obstructing area e.g. confined spaces, ceiling space, plant room | **X** |  |  |  |  |
| **Working at heights** - Ladders / stepladders / scaffolding are required to perform tasks |  |  |  |  | **X** |

I have read the Job Demands Checklist, understand its content and can fulfil the requirements of the position.

**Employee Name:** **Signature:** **Date**