

Stark County Board of Developmental Disabilities

Transportation Procedure 033 Wheelchair Securement	Effective: 9/1/2015
Chapter 5: Program Services	Page 1 of 1

Wheelchair Securement

Instruction on transporting wheelchairs will be given at new staff orientation to all Drivers/Riders.

Condition of the wheelchair securing straps must be checked during the pre-trip inspection. Any frayed, torn, or malfunctioning securement straps are to be replaced or repaired.

The Driver/Rider shall check the condition of the wheelchair prior to loading. No individuals in wheelchairs with faulty brakes, flat tires, broken frames, etc. should be transported. In the event that a wheelchair is considered to be in a faulty condition as indicated above, the Driver is to contact the Radio Operator and advise the Operator of the situation. The supervisor will be notified and will decide to transport or not transport. All decisions will be based upon the safety of the student/individual.

The wheelchair seatbelt must be worn at all times during transport. If the occupant of the wheelchair has a postural harness, it must be worn also during transport.

It is the Driver's responsibility to insure that all wheelchairs are secured so as to prevent movement of the chair and physical harm to their passengers. Bus Riders also assume the responsibility for implementing safe wheelchair securement.

All four straps, plus shoulder and lap belt, must remain attached until the bus is stopped to unload.

Straps are not to be removed while waiting in line to unload.

When the bus moves at any time, all straps must be in place.

Any wheelchair concerns shall be written up immediately on an Incident/Accident Report form and submitted to the Manager of Transportation/Designee.

All wheelchair securement straps are to be kept clean at all times and off the floor between routes.