

First Aid

This OSACH Fast Fact is intended to inform employers about their first aid requirements. All employers who are subject to the Occupational Health and Safety Act must comply with Regulation 1101 under Section 3 of the Workplace Safety and Insurance Act. The Regulation states what each employer is obligated to provide in the workplace.

Definitions

First aid is the immediate help given to an ill or injured person using readily available materials. It can be as simple as cleaning minor cuts, scrapes or scratches; treating a minor burn; applying bandages and/or dressings, cold compress, cold pack, ice bag, or splint, or as complicated as giving care to multiple casualties at an accident, it would also include calling emergency medical services (911).

Standard First Aid (required for workplaces with more than five employees in any shift) requires training in all the compulsory modules plus elective first aid topics (listed below). It is recommended that 8-12 modules be selected in consultation with the employer to supplement the compulsory modules. Normally provided in two days of classroom training with a minimum of 13 hours of instruction.

Emergency First Aid (required for workplaces with more than one and less than five employees in any shift) requires training in all the compulsory modules plus 3-5 elective modules. Normally provided in one day of classroom training with a minimum of 6.5 hours instruction.

Regulation 1101 Requirements

- An employer must provide prompt first aid treatment to an employee who has been injured in the workplace.
- A first aid station or room must be provided in workplaces where there is more than one employee in any one shift.
- The expense of first aid equipment and services will be carried by the employer, and must include the appropriate materials based on the number of employees (sections 8 through 11). The employer may assemble a first aid kit for the workplace, using Regulation 1101, or may purchase a ready-made first aid kit. There may be additional items that the employer may wish to include (gloves, CPR masks). A list of suggested items is included in the guideline following the regulation.
- First aid stations must be easily accessible. Where they are not easily accessible, an additional station or stations shall be established in order to provide prompt treatment for any employee.
- First aid stations shall at all times be in the charge of a worker who,
 - Is qualified in first aid to the standards of Regulation 1101
 - Works in the immediate vicinity of the station(s)
- Employers must post all required first aid information where it can be seen clearly, including a Form 82 Poster and first aid certificates.
- Employers must keep detailed records of all accidents and first aid treatment given and inspect the first aid box/station at least quarterly.
- Employers are responsible for providing transportation for the injured employee if medical care is required.

Who are qualified First Aid responders?

- A worker who is the holder of a valid St. John Ambulance Standard/Emergency First Aid Certificate (or equivalent) from a training organization recognized by the WSIB

OR

- A Registered Nurse with a current CPR certificate*

First Aid Training requirements

COMPULSORY MODULES:

- Emergency Scene Management
- Shock, Unconsciousness and Fainting
- Choking – Adult
- Severe Bleeding
- One Rescuer CPR – Adult

PLUS ELECTIVE MODULES:

- Fractures
- Head and Spinal Injuries
- Joint Injuries
- Chest Injuries
- Hand Injuries
- Eye Injuries
- Multiple Injury Management
- Pelvic, Abdominal and Crush Injuries
- Burns
- Poisoning
- Medical Conditions (Diabetes, Epilepsy, Convulsions and Allergies)
- Environmental Illnesses and Injuries
- Artificial Respiration – Adult
- Automated External Defibrillator (AED) – Instruction time must be added to the course to accommodate this additional component and a separate certification card must be issued for AED certification.

For more information or a list of First Aid training providers and the First Aid Regulation, contact the WSIB at www.wsib.on.ca or 1-800-663-6639.

* Although the College of Nurses does not require annual CPR certification for Registered Nurses, it is a compulsory module for Standard and Emergency First Aid



The information contained in Fast Facts is correct at the time of publication.

The Fast Facts series is copyrighted by the Ontario Safety Association for Community Healthcare (OSACH). Individual Fast Facts can be copied freely provided appropriate credit is given to OSACH.

For more information, please contact:

Ontario Safety Association for Community & Healthcare

4950 Yonge Street, Suite 1505, Toronto, Ontario Canada M2N 6K1

Tel. (416) 250-7444 • Toll Free 1-877-250-7444 • Fax (416) 250-7484 • Web Site: www.osach.ca

1-894878-68-X FOHSE525 • Rev. 10/08