

Did you know?

- Your employer is required to provide prompt first aid to staff injured at work.
- The number of first aid attendants, the training they need, and the type of first aid equipment and services that should be available is specified in the OH&S Regulation ([Sections 3.14–3.21](#)), and is based on a workplace first aid assessment.
- A first aid procedure must be available to staff, and **displayed conspicuously** at the worksite. The first aid procedure displayed at the worksite should tell you:
 - *the equipment, supplies, facilities, first aid attendants and services available,*
 - *the location of first aid, and how to call for it,*
 - *how the first aid attendant responds to a call for first aid,*
 - *the authority of the first aid attendant over the treatment of injured workers,*
 - *the responsibility of the employer to report injuries to WorkSafeBC,*
 - *who calls for transportation for the injured worker, and the method of transportation and calling, and*
 - *pre-arranged routes in and out of the workplace and to medical treatment.*
- A WorkSafeBC Review Division decision confirmed that:
 - a first aid procedure should be a single brief document that includes all of the information required by regulation ([3.17 First Aid Procedures](#))
 - the whole procedure must be conspicuously posted throughout a facility. In addition it **may** be posted on the intranet.
- Prompt first aid can prevent an injury from becoming worse. A first aid record is important documentation when filing a WCB claim.

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What can a Joint OH&S Committee do?

- Review the first aid procedure using the Occupational First Aid – Procedure Checklist, which can be found on the Health & Safety section of the BCNU website.
- Conduct an inspection. Is the whole first aid procedure posted where staff would see it easily while working?
- Ask staff if they know how and where to access first aid and where to find the procedure.
- Take concerns to the next Joint OH&S Committee meeting for resolution.

For more information:

- Occupational First Aid – Commonly Asked Questions
- OH&S Regulation: Occupational First Aid ([Section 3.14–3.21](#))
- WorkSafeBC [Safety at Work First Aid Centre](#)