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First Aid Drill

From the Regulation:

- OHSR 3.17 (4) At least once each year and whenever the procedures change, the employer must ensure that drills are conducted to ensure that
 - a) the procedures are effective, and
 - b) workers, first aid attendants and other persons referred to in subsection (3) are capable of fulfilling their roles and responsibilities

From Our Program Template:

- To test the response and coordination of the First Aid team in handling injuries, ensuring prompt and effective first aid, test the communication system and proper reporting procedures.



Tabletop Exercise – How do we prep for the drill

Review statistics for:

- trends in incidents, injuries and near misses
- trends in areas/departments

Review incident investigations

Discuss areas of the facility that would require complex first aid response or equipment

- Distance to first aid station
- Confined space
- Chemical use
- Hot work

Choose an incident that will best test and reflect your system





Review First Aid Procedures

- Roles and responsibilities
- Kits
- Communication plan
 - Coordination of multiple attendants (e.g., major/minor injuries)
 - Location of, and how to summon first aid (e.g., regular work, evacuations)
 - Responding to a first aid call (i.e., how to leave assigned duties)
- Authority of attendant over treatment of injuries (worker/public)
- Where injured not accessible how to treat and move for BCEHS
- Transporting worker to medical services if not ambulatory (remote)

Create the scenario

Steps:

1. Initial Notification
2. Assessment and Initial Response
3. First Aid Treatment
4. Communication
5. Investigation and Documentation
6. Reporting
7. Follow-Up



Execute the drill

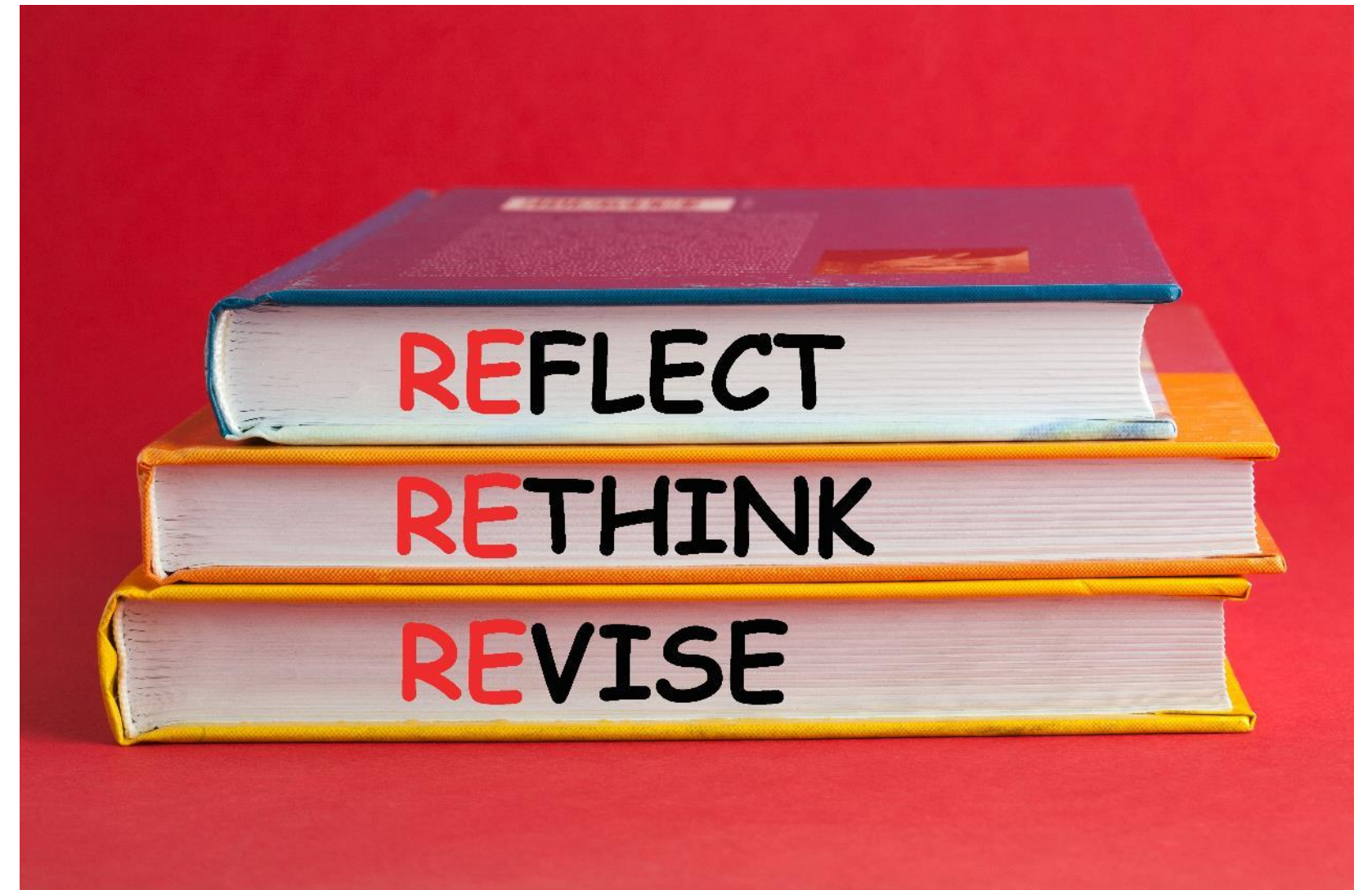


Reviewing an investigation or doing a tabletop exercise is not considered to be a drill

You must physically do the drill

Debrief

- Did it work?
- What were the barriers?
- Did communication work?
- Were kits and resources adequate?
- What corrective actions should come from the debrief?
- What did we do well?
- How can we do better?



First Aid – Minor Injury

Scenario Description

- While John was unpacking boxes, he reached for a sharp-edged tool that had been left on the packing table. As he grabbed the tool, it slipped, causing a small but deep cut on the side of his right index finger. The injury resulted in minor bleeding and some discomfort, but John is conscious and alert.
- John went to the first aid office, did not immediately see anyone. He went back to his station, used some paper towel and tape on his finger. He then continued to finish the packaging he was working on. He reported the injury to his supervisor who then sent him to first aid.

Initial Assessment and Treatment

Step	Activity	Suggested procedure	X/√
1	Initial Assessment:	<ol style="list-style-type: none"> 1. Ensure the area is safe and that there are no further hazards. Assess the severity of the cut and check for any foreign objects in the wound. 	
2	First Aid Steps:	<ol style="list-style-type: none"> 1. Wash Hands: The first aid provider should wash their hands thoroughly with soap and water or use hand sanitizer before providing care. Control Bleeding: Apply gentle pressure with a clean cloth or sterile gauze to control any bleeding. Clean the Wound: Once bleeding is controlled, rinse the cut under clean, running water to remove any dirt or debris. Avoid using alcohol or hydrogen peroxide directly on the wound, as this can irritate the tissue. Apply Antibiotic Ointment: After cleaning, apply a thin layer of antibiotic ointment to help prevent infection. Dress the Wound: Cover the cut with a sterile adhesive bandage or gauze pad to protect it from further injury and contamination. Monitor for Infection: Advise John to keep an eye on the wound for signs of infection, such as increased redness, swelling, or pus. 	
3	Follow-Up:	<ol style="list-style-type: none"> 1. Inform John to report the incident to a supervisor and complete any necessary incident reports as per workplace policy. If the cut does not improve or shows signs of infection, recommend that John seek further medical attention. 	

Reporting Process for Injury (no lost time)

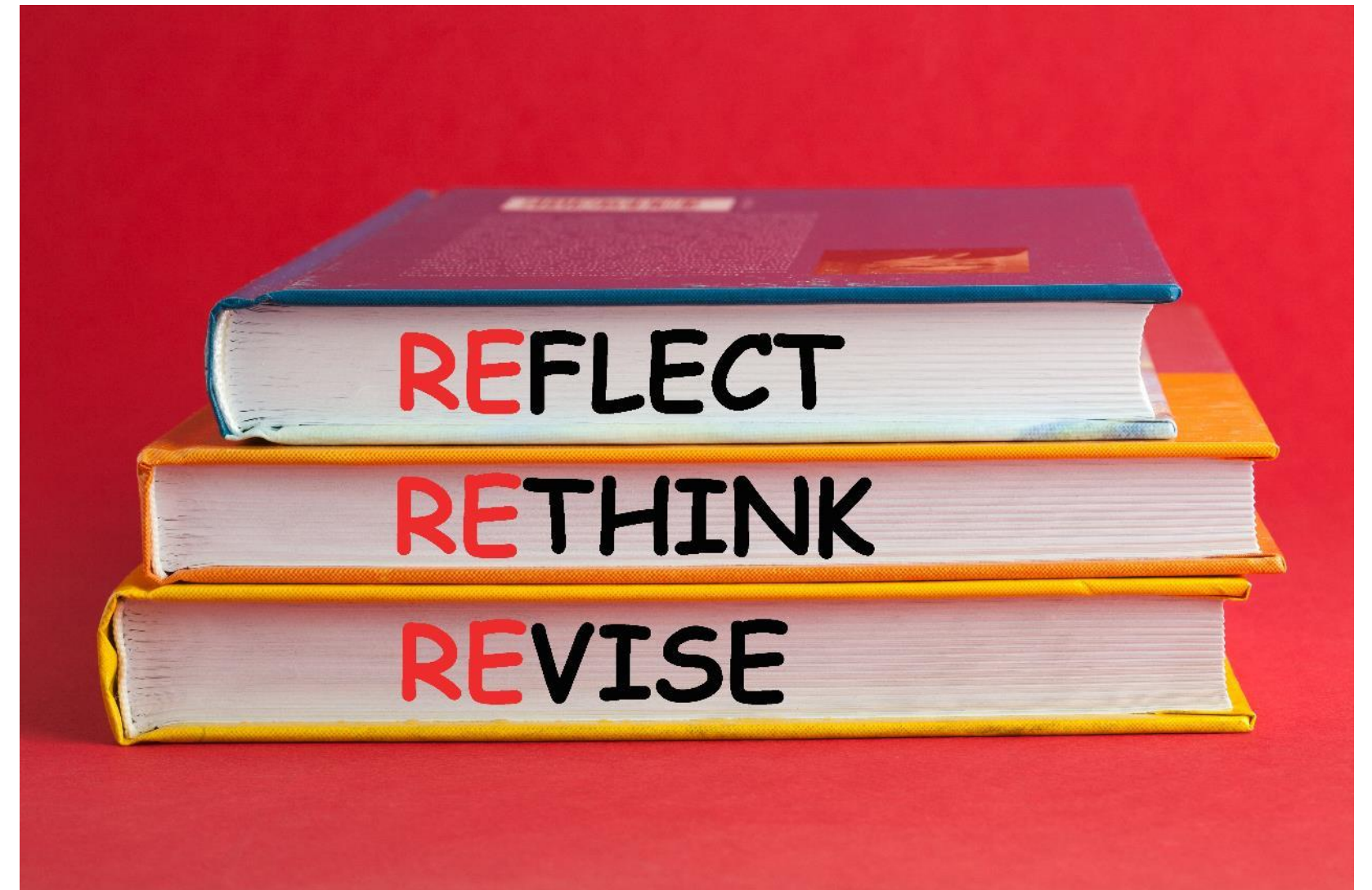
Step	Activity	Suggested procedure	X/√
1	Immediate Notification:	John should immediately inform his supervisor about the injury.	
2	Complete the Incident Report:	<p>The supervisor or designated first aid attendant should complete an internal incident report form. This form should include:</p> <ul style="list-style-type: none">Date and time of the incidentLocation of the incidentDescription of the injury and how it occurredNames of witnesses (if any)Actions taken (first aid provided, etc.) <p>Ensure that the report is signed by both the injured worker and the supervisor.</p>	
3	First Aid Log:	<p>¹ Document the incident in the workplace first aid log, noting the treatment provided and any follow-up actions required.</p> <p>Complete WorkSafe BC form 6 as required.</p>	

Debrief

Step	Topic	Observations	Recommendation
1	Response Effectiveness:		
2	Communication:		
3	Roles and Responsibilities:		
4	Documentation Process:		
5	Coordination with Supervisors:		
6	Emotional Support:		
7	Corrective Actions:		

Debrief

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Alliance Resources

- First Aid Program Template
- Joint Health and Safety Committee Support:
 - First Aid Risk Assessment completion
 - Tabletop review
- Guidance documents

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Occupational First Aid Amendments

FIRST AID ASSESSMENTS:

- Must be conducted in consultation with workers
- Required to be written/documented for each workplace
- Reviewed and updated annually or whenever a significant operational change occurs
- Reviewed by the Joint Health and Safety Committee (JHSC) or worker health & safety representative

WORKPLACE CLASSIFICATIONS (CLASSES 1-4):

- Class 1: Workplace other than class 2, 3, or 4
- Class 2: Remote but not less-accessible
- Class 3: Less-accessible but not remote
- Class 4: Both remote and less-accessible

MANDATORY REQUIREMENTS:

- First aid procedures, drills, kits, and certificates

ALIGNMENT WITH CSA STANDARDS:

- Updated first aid training program names and shortened course duration for Intermediate First Aid (currently OFA 2)
- Basic information on new first aid kits and equipment requirements

EMERGENCY TRANSPORTATION:

- Written first aid procedures must identify how workers will be accessed and moved if there are barriers to first aid
- Minimum requirements for emergency transportation have been added

IMPLEMENTATION

- Begin implementing the action plan
- Identify potential obstacles or challenges
- Start training with workers and develop a first aid training module covering what workers need to know
- Conduct site-specific training and orientation for first aid attendants

COMPLETION

- Complete site-specific training and orientation for first aid attendants
- Finalize training with workers
- Conduct a first aid drill with staff and first aid attendants, including a debrief to determine areas for improvement

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