

**These procedures must be posted or effectively communicated throughout the worksite.**

## Address & Emergency Contact List

**Company name:** \_\_\_\_\_

**Location:** \_\_\_\_\_

**Note:** In the event of a serious injury requiring 911/ambulance, a worker will be sent out to the below location to flag down and direct the ambulance. \_\_\_\_\_

## Emergency Contact List

- **BC ambulance:** 911
- **Nearest hospital:** \_\_\_\_\_
- **Railway crossing, CN/CP rail emergency phone:** \_\_\_\_\_
- **Employer Representative:** \_\_\_\_\_

## First Aid Attendants' Authority

Workers should report all work related injuries or illnesses to their supervisor and/or to the first aid attendant, regardless of whether they wish to receive treatment. The first aid attendant's decisions of treatment or transport must not be overruled. The first aid attendant, however, does not have the authority to overrule a worker's decision to seek medical attention.

Supervisory personnel may not overrule a first aid attendant's decisions regarding first aid and the need for medical attention. This includes decisions on:

- The necessity of transporting the worker to hospital
- The method of transportation
- The necessity of accompanying the injured worker during transportation

## First Aid Attendants

Level basic, intermediate, advanced First Aid Attendant

- Name: \_\_\_\_\_ Phone: \_\_\_\_\_
- Name: \_\_\_\_\_ Phone: \_\_\_\_\_

## First Aid Equipment & Location

**First aid kit & equipment location:** \_\_\_\_\_

First aid attendants are responsible for upkeep and inventory of consumables, sterilization, and maintenance of first aid room

**AED location:** \_\_\_\_\_

## First Aid Contact & Response

### Contact first aid attendants by any of the two methods:

1. Injured worker or other workers call for the first aid attendant and/or physically locate them
2. \_\_\_\_\_

**Minor Injuries (cuts, scrapes, etc.)/'Walking Injured':** Generally, the first aid attendant will assess and treat the patient at the first aid room; or otherwise make appropriate decisions based on patient/scene assessment and training within their scope. If the worker requires transportation to hospital but an ambulance is not required- the employer will arrange for transportation (employer vehicle, taxi).

**Serious Injuries:** If a first aid attendant is required to attend a seriously injured worker at the scene or first aid room

- Attendant or designate will call 911 by cell or company phone
- Emergency transportation/ambulance:
  - The first aid attendant or designate will call \_\_\_\_\_ Hospital at \_\_\_\_\_ to notify them that an injured worker will be transported
  - A worker will be sent out to the intersection of \_\_\_\_\_ to flag down and direct the ambulance.
- The first aid attendant will get the first aid kit/other equipment from the first aid room **or** direct another person to get the first aid kit/other equipment and bring it to the treatment location.

The first aid attendant will complete a First Aid Record Treatment Form as soon as possible.

## Barriers to First Aid Being Provided

The employer has accessed the workplace to determine if there are any areas that are difficult for paramedics to access (e.g., elevated work platforms, confined spaces, restricted areas):

## Reporting Serious Injuries to WorkSafeBC

**Employers must notify WorkSafeBC of an incident that resulted in the "serious injury" or death of a worker. A serious injury is any injury that can reasonably be expected at the time of the incident to endanger life or cause permanent injury.**

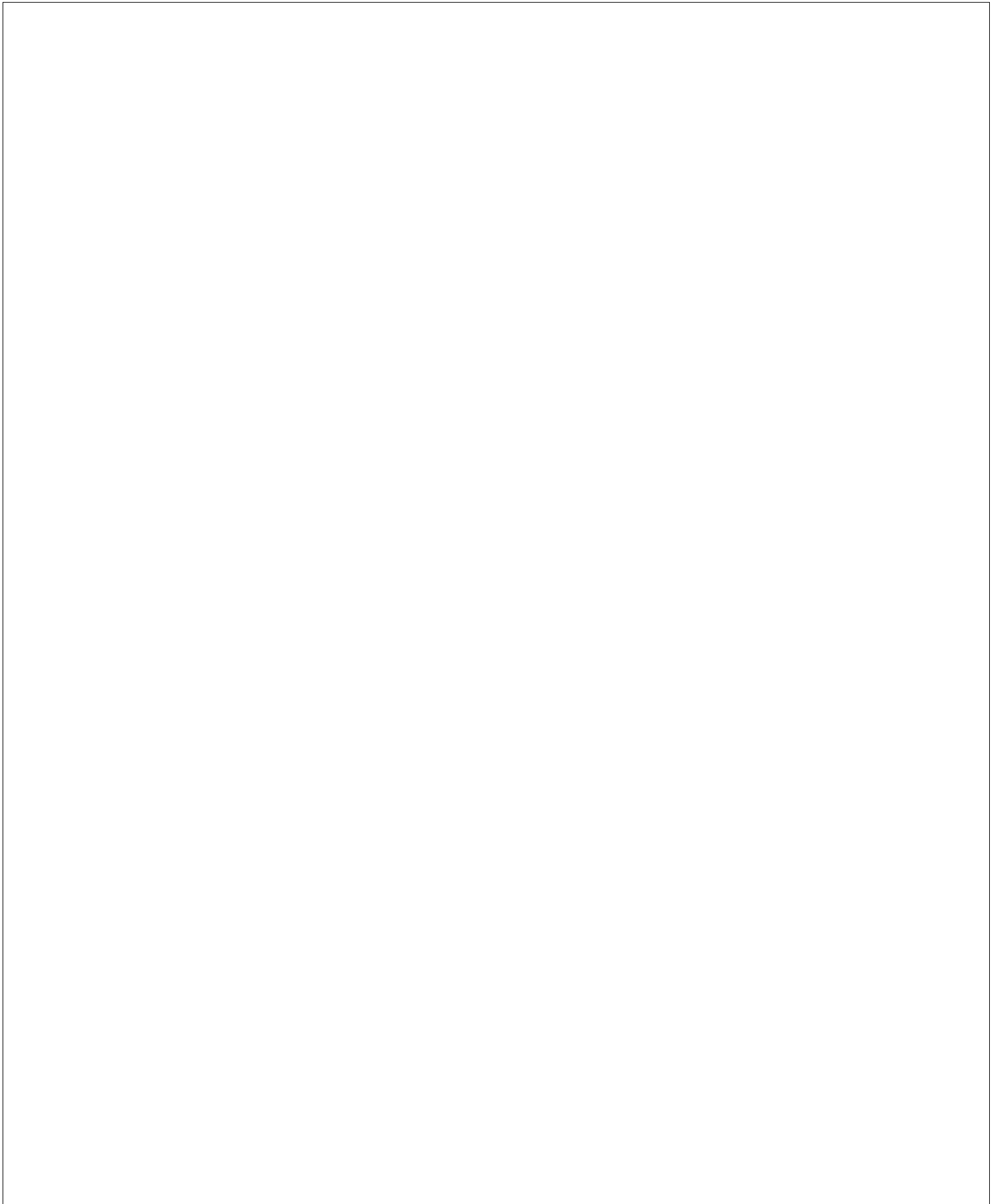
Call WorkSafeBC:

604 276-3100 in the Lower Mainland

1 888 621-7233 toll-free within B.C.

After hours: 1 866 922-4357

Add a map with the routes from the workplace to the nearest medical facility



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