

First Aid Notice

As required by Part 3 of the Occupational Health and Safety Regulation, employers must keep up-to-date written procedures for providing first aid. The employer must also post the procedures conspicuously in suitable locations throughout the workplace or, if posting is not practicable, the employer must adopt other measures to ensure that the information is effectively communicated to workers.

Posting this notice will assist employers in meeting the following two requirements:

- the authority of the first aid attendant over the treatment of injured workers, and
- the responsibility of the employer to report injuries

The employer must also develop and post first aid procedures specific to the workplace.

OHSR 3.21 First aid attendant responsibilities

(3) The first aid attendant is responsible, and has full authority, for all first aid treatment of an injured worker until responsibility for treatment is accepted

- (a) at a place of medical treatment,
- (b) by an ambulance service acceptable to the Board, or
- (c) by a person with higher or equivalent first aid certification.

(4) The first aid attendant does not have authority to overrule a worker's decision to seek medical treatment or the worker's choice of medical treatment.

Control of Treatment — WCB Standard OFA1: Certification of Occupational First Aid Attendants states in part:

The attendant is in complete charge of all first aid treatment of an injured worker until responsibility for treatment is accepted at a place of medical treatment or by a person with higher or equivalent certification in first aid.

If the attendant may have to provide ongoing treatment he/she should accompany an injured worker to a hospital or place of medical treatment unless the worker is being transported by the B.C. Ambulance Service or other ambulance service acceptable to the Board.

Responsibility of the employer to report injuries and accidents to WorkSafeBC

- In the case of an injury resulting in time loss and/or medical aid, the employer is responsible for reporting the incident/injury to WorkSafeBC within three business days of the injury's occurrence or within three business days of the employer's representative becoming aware of the injury through the completion of an *Employer's Report of Injury or Occupational Exposure (Form 7)*.¹
- Under section 172 of the *Workers Compensation Act*, the employer is responsible for reporting fatalities and serious injuries; major structural failure or collapse of a building, bridge, tower, crane, hoist, temporary construction support system or excavation; or major release of a hazardous substance immediately to the WorkSafeBC Prevention Emergency Line at 604 276-3301 in the Lower Mainland or toll-free 1 888 621-7233.

¹ You can now report an injury online, through Employer's Incident and Injury Report (EIIR). To get started, go to WorkSafeBC.com and select "Report an injury or illness."