

OCT 9 2024

NEW FIRST AID REGULATION

PART 1: UNDERSTANDING THE CHANGES &
CONDUCTING AN ASSESSMENT

LONNIE BURNETT & SIMI THIARA
INDUSTRY HEALTH AND SAFETY SPECIALIST

WITH SPECIAL GUEST:

TIM PRYDE (WORKSAFEBBC)
INDUSTRY AND PROGRAM SPECIALIST





Lonnie Burnett
Industry Health &
Safety Specialist



Simi Thiara
Industry Health &
Safety Specialist



**Industry
Health and Safety**

welcome

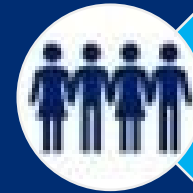


WHO WE ARE

go2HR is BC's
tourism and
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human resource
and health &
safety
association.



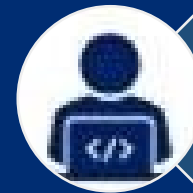
Health & Safety



Human Resources



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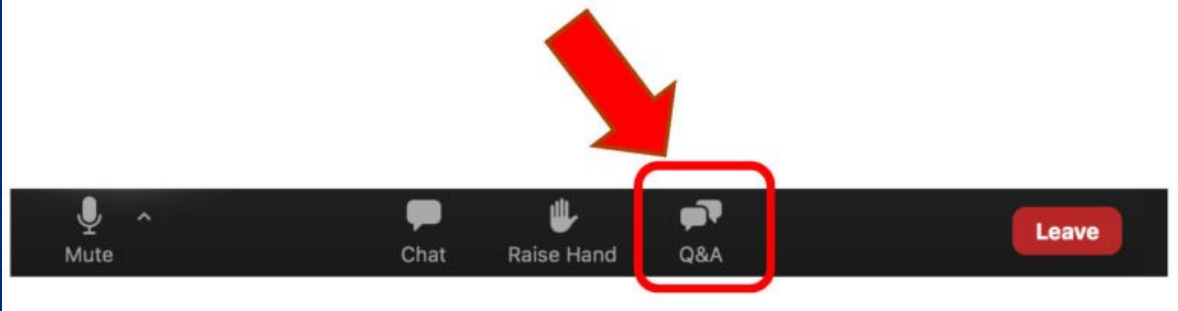


Research and Strategy

go2HR exists to drive **strong workforces** and **safe workplaces** to deliver world-class tourism and hospitality experiences in BC



HAVE QUESTIONS?



View all questions or just your own

Upvote question

Comment on question

Submit new question

A screenshot of the Zoom 'Question and Answer' window. At the top, there are tabs for 'All questions (1)' and 'My questions (1)'. Below the tabs, the sorting is set to 'Most Recent'. A question from an 'Anonymous Participant' at 09:08 AM asks, 'Are you feeling optimistic about the upcoming year?'. There is a thumbs-up icon to the left of the question and a blue 'Comment' button to the right. Below the question, there is a text input field with the prompt 'As an organization, what do you think we should focus on as an area of improvement?'. At the bottom of the input field, there is a checkbox for 'Send anonymously', a 'Cancel' button, and a blue 'Send' button. At the very bottom, there is a link that says 'Who can see your questions?'. The Zoom logo is in the top left corner of the window.

TODAY'S PRESENTATION

- Overview of Regulatory Changes
- Assessment Example
- Available Resources & Support
- Q&A



Tim Pryde
Industry & Program
Specialist

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TIM PRYDE

UNDERSTANDING THE CHANGES

Occupational first aid Regulation Amendment



Prevention Programs and Services

Tim Pryde, Industry and Program Specialist

Agenda

- 1 Rationale & key amendments
- 2 Workplace class factors
- 3 First aid assessment
- 4 First aid procedures & drills
- 5 CSA training & equipment requirements
- 6 OHS Guidelines

First Aid Regulation Amendment - Review

Purpose of Regulation change:

- Strengthen the requirements in Schedule 3-A for minimum levels of first aid
 - Written first aid assessment & two-part duty
- Enhanced transportation & equipment requirements for remote & less accessible work locations
- Alignment with the first aid training and first aid kits in Canadian Standards Association standards CSA Z1210-17 and CSA Z1220-17.

Key amendments

- Introduction of workplace class (location & accessibility) – new Schedule 3-A tables
 - Definition of “remote” work location (more than 30 minutes from ambulance station)
 - Introduction of “less accessible” framework (cannot be reached by BCEHS)

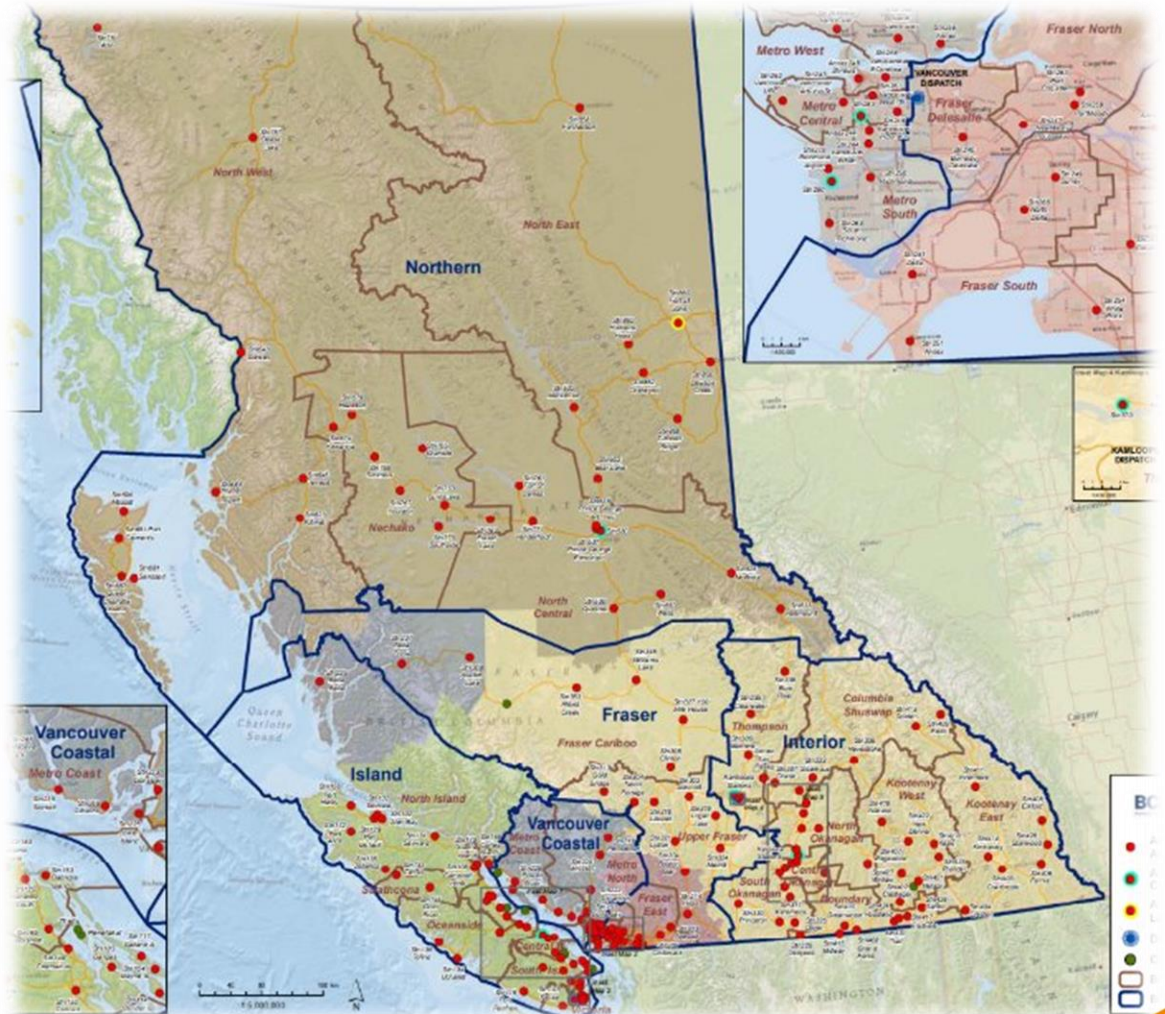
	Not Remote	Remote
Not less accessible	Class 1	Class 2
Less accessible	Class 3	Class 4

- Written first aid assessment
- Consultation with JHSC or worker representative
- Annual drills
- Alignment of first aid kits and certificates with CSA

Workplace Class factors

“Remote Workplace”

under normal travel conditions, an ambulance cannot travel from its base to the workplace in 30 minutes or less.



Workplace class factors

“**Less accessible**” workplaces are either of the following:

- Cannot be reached by an ambulance travelling by land
- Have work areas where BC Emergency Health Services (BCEHS) ambulance attendants cannot safely access



Examples of less accessible workplaces

- Backcountry areas that are only accessible by ATV, snowmobile, or similar
- Areas where the only means of access involves steep or slippery slopes or embankments (without walkways)
- Areas with rough or complex terrain
- Areas where there is a significant risk of avalanche, landslide, flood, or other natural hazards

Where workers can reasonably be expected to be working in areas like these, the workplace should be considered less-accessible for the purpose of determining minimum first aid requirements.

Examples of less accessible “hazardous” workplaces

- Confined spaces or where there is a risk of entrapment
- Underground work
- Excavations
- Areas that are only accessible by ladders, scaffolds, or temporary work platforms
- Work at high angles, or where an unguarded fall hazard exists
- Work on or over water
- Areas requiring specialized PPE or areas where hazardous atmospheres may exist



Workplace Class

Workplace Class	Greater than 30 minutes from ambulance station	Less-accessible workplace?	Schedule 3A reference table
Class 1	No	No	3-1
Class 2	Yes	No	3-2
Class 3	No	Yes	3-3
Class 4	Yes	Yes	3-4

First aid assessment

s.3.16 – Basic requirements

- (1) An employer must provide for each workplace
 - (a) at least the equipment, supplies, facilities, first aid attendants and services required by Schedule 3-A, and
 - (b) any additional equipment, supplies, facilities, first aid attendants and services that are necessary to ensure that workers who suffer an injury at work can be
 - (i) promptly provided first aid, and
 - (ii) promptly transported to medical treatment.

s.3.16 – Basic requirements

(2) For the purpose of complying with subsection (1)(b), the employer must prepare a

written assessment that sets out at least the following information:

- (a) the number of workers present;
- (b) the locations of workers;
- (c) the nature and extent of the risk and hazards in the workplace;
- (d) the types of injuries likely to occur;
- (e) any barriers to first aid being provided to an injured worker;
- (f) the time that may be required to obtain transportation and to transport an injured worker to medical treatment and the methods of transportation available.

Reviewing, updating and involving workers

Section 3.16(3) of the OHS Regulation states:

The employer must review and update the assessment under subsection (2)

- a) within 12 months after the previous assessment or review, and
- b) whenever a significant change affecting the assessment occurs in the employer's operations.

Section 3.16 (3.1) of the OHS Regulation states:

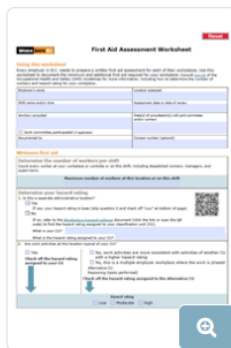
An assessment under subsection (2) must be prepared, reviewed and updated in consultation with the joint committee or the worker health and safety representative, as applicable.

Tools to support documenting the first aid assessment



Return to Search Results

First aid assessment worksheet



If you are an employer, you need to do a written assessment to determine the first aid equipment, supplies, and facilities required at each of your workplaces. This worksheet is provided to help you conduct and document that assessment.

Note: This resource is based on amendments to the Occupational Health and Safety Regulation that come into effect on November 1, 2024. Employers can use the resource now to prepare for meeting the requirements of those changes.

See [First aid requirements](#) for more information and resources.

Download PDF

Publication Date: Jul 2024

File type: PDF (282 KB)

Asset type: Form

Share via Email (Anonymously)

Related Resources

- [First aid equipment, supplies, and facilities](#)
- [Workplace hazard ratings](#)
- [Minimum first aid requirements](#)

**Developing and implementing
first aid procedures**

Developing and implementing first aid procedures

The amended Section 3.17 of the OHSR states:

(1) The employer must keep up-to-date written procedures for providing first aid at the worksite workplace including

(a) the equipment, supplies, facilities, first aid attendants and services available,

(b) the location of, and how to call for, first aid,

(c) how the first aid attendant is to respond to a call for first aid,

(c.1) if there are any barriers to first aid being provided to injured workers, how injured workers will be accessed and moved,

Developing and implementing first aid procedures - transportation

Section 3.17 (*continued*):

(d) the authority of the first aid attendant over the treatment of injured workers and the responsibility of the employer to report injuries to the Board,

(e) who is to call for transportation for the injured worker, and the methods of transportation and calling,

(e.1) if emergency transportation is required by section 3 of Schedule 3-A, the location of the method of emergency transportation, and

(f) prearranged routes in and out of the workplace and to medical treatment.

Procedures for transporting a worker from remote workplaces

Special considerations for remote workplaces

- Consider geographic and access challenges
 - Possible significant delays with BCEHS ambulance services
 - Cases where nearest medical facility is more than two hours away
 - Known or foreseeable emergency room closures
- Employers should consider providing alternative or supplementary methods of emergency transport for seriously injured workers
- Emergency transport vehicle
 - Arrangements for emergency air transportation

Communicating first aid procedures to workers

s.3.17 (2)/(3)

(2) The employer must 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.

(3) The first aid attendant and all other persons authorized to call for transportation for injured workers must be trained in the procedures.



Drills

Drills

Section 3.17(4) of the *OHS Regulation* ("*Regulation*") states:

- (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.

Areas of focus for drills

1. Familiarity with calling for first aid and location of equipment
 2. Summoning and response of first aid attendants
 3. Accessing first aid equipment and supplies
 4. Accessing and moving injured workers if barriers present in the workplace
 5. Preparing and transporting injured workers (if remote)
 6. First aid attendant familiarity with documentation and reporting requirements
- Do not pose an undue hazard to workers or the public and first aid attendants
 - Mock scenarios that support the evaluation of the effectiveness of the procedures
 - BCEHS should not be contacted for the purpose of conducting first aid drills

When to perform drills?

-Annually and when substantive change in procedures

A substantive change in procedures may include:

- Change in required transportation methods
- Substantial change in the method for summoning the designated first aid attendant
- Change in the workplace class (e.g., class 2 - remote to class 3- less accessible)
- Change to the level of first aid certification required (e.g., basic to advanced)
- Change to rescue procedures that impact first aid procedures

**Aligning with the CSA standards –
training and equipment
requirements**

CSA Z1210-17 workplace first aid training standard

Current program name	Duration	2024 program name	Duration
OFA 1	1 day	Basic First Aid	1 day
OFA 2	5 days	Intermediate First Aid	2 days
OFA 3	10 days	Advanced First Aid	10 days
Transportation Endorsement – 1 day			

Level 1, 2 or 3 first aid certificates issued before November 1, 2024 that have not expired are considered a basic, intermediate or advanced first aid certificate respectively.

First aid training Changes

- All current OFA certificates are valid until their expiry date
- OFA 2 certificates that expire after July 2 will be extended to Oct 30, 2024
- Training providers offering CSA-aligned programs after Sept 1
- Use only WorkSafeBC approved training providers

Workplace First Aid Training Providers



This is a regularly updated list of training providers (public agencies and in-house training providers) that WorkSafeBC has approved to offer workplace first aid training in B.C.

See [First aid attendant certification](#) for more information.

First aid credentials – Paramedic in Industry and Registered Nurses

- After November 1, 2024 some medical licenses will be recognized as equivalent to a first aid certificate

Alternative credential	First aid equivalency	Limitations
First Responder (EMA FR)	Intermediate	
Emergency Medical Responder (EMR)	Advanced	
Primary Care Paramedic (PCP)	Advanced	
Advanced Care Paramedic (ACP)	Advanced	
Critical Care Paramedic (CCP)	Advanced	
Registered Nurse (RN)	Intermediate	Health Authority facilities only – Acute, LTC and STC
Registered Psychiatric Nurse	Intermediate	

First aid kit equipment requirements

Current first aid requirements	2024 first aid equipment requirements
Personal Kit	CSA Z1220-17 Personal Kit
Level 1 First Aid Kit	CSA Z1220-17 Basic Kit (Medium) + tourniquet + PPE
Level 2 First Aid Kit	CSA Z1220-17 Intermediate Kit (Medium) + PPE
Level 3 First Aid Kit	CSA Z1220-17 Intermediate Kit (Medium) + Oxygen Therapy Kit + PPE

First aid equipment, supplies, and facilities

Employers are responsible for ensuring their workplace has the required first aid equipment, supplies, facilities, and attendants to treat workers if they are injured on the job.

To determine the first aid needs of your workplace, you'll need to do an assessment that considers the number of workers present, the hazard rating, and other workplace factors. This assessment will tell you the type of first aid kit you will need to provide.

Outlined here are the recommended minimum contents for each type of first aid kit: personal, basic, intermediate, and advanced. There are also equipment and supply lists for dressing stations and first aid rooms.

Note that all first aid kit contents should be made of latex-free materials. They must also be kept clean, dry, ready for use, and readily accessible.

Personal first aid kit (based on CSA standard Z1220 Type 1: Personal first aid kit)

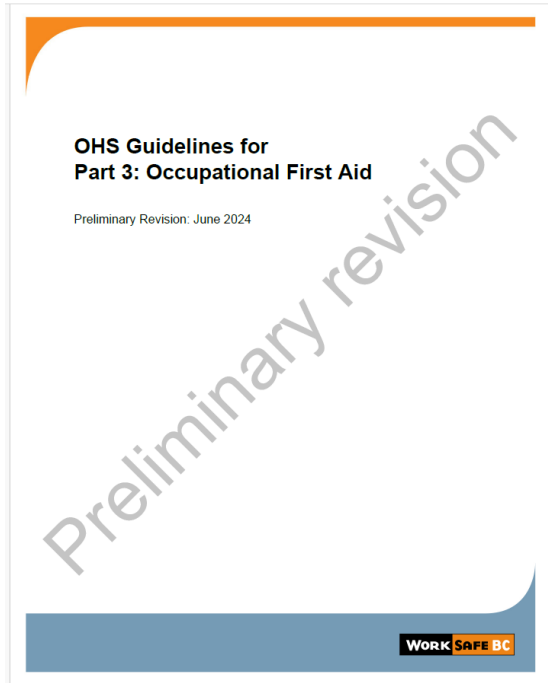
Description	Quantity
Adhesive bandages, sterile, assorted sizes (standard strip, large fingertip, knuckle, large patch)	16
Gauze pad, sterile, individually wrapped, 7.6 x 7.6 cm (3 x 3 in.)	6
Conforming stretch bandage, relaxed length, individually wrapped, 5.1 cm x 1.8 m (2 in. x 2 yd.)	1 roll
Compress/pressure dressing with ties, sterile, 10.2 x 10.2 cm (4 x 4 in.)	2
Triangular bandage, cotton, with 2 safety pins, 101.6 x 101.6 x 142.2 cm (40 x 40 x 56 in.)	1
Adhesive tape, 2.5 cm x 2.3 m (1 in. x 2.5 yd.)	1 roll
Antiseptic wound cleansing towelette, individually wrapped	6

Supplemental kit supplies

Current Kit Name		New CSA Kit Name	Additional supplies*
Personal	→	Personal (CSA Type 1 – personal)	Upgrade to CSA Type 1 - personal
Basic	→	Personal (CSA Type 1 – personal)	Add 6 adhesive bandages, 1 compress/pressure dressing with ties, 4 Hand cleaning towelette, forceps, and content list
Level 1	→	Basic Kit (CSA Type 2 Basic - medium)	Add 14 gauze pads, 2 abdominal pads, 2 triangle bandages, 26 wound cleaning towelettes, 12 Hand cleaning towelette, 2 pairs gloves, 1 biohazard bag, and content list
Level 2	→	Intermediate (CSA Type 3 Intermediate - medium)	Add 24 gauze pads, 8 non-adherent dressing, 2 elastic support/compression bandage, 2 sets eye dressing pad and eye shield, 2 cold pack, 26 wound cleaning towelettes, 12 Hand cleaning towelette, 2 packages of glucose tablets, 2 pairs gloves, 3 biohazard bags, 1 padded splint, 1 emergency blankets, and contents list
Level 3	→	Advanced (CSA Type 3 – Intermediate - medium + oxygen therapy kit)	Add 24 gauze pads, 8 non-adherent dressing, 2 elastic support/compression bandage, 2 sets eye dressing pad and eye shield, 2 cold pack, 26 wound cleaning towelettes, 12 antibiotic ointments, 12 Hand cleaning towelette, 2 packages of glucose tablets, 2 pairs gloves, 3 biohazard bags, 1 padded splint, 1 emergency blankets, and contents list

OHS Guidelines and key considerations

Guidelines

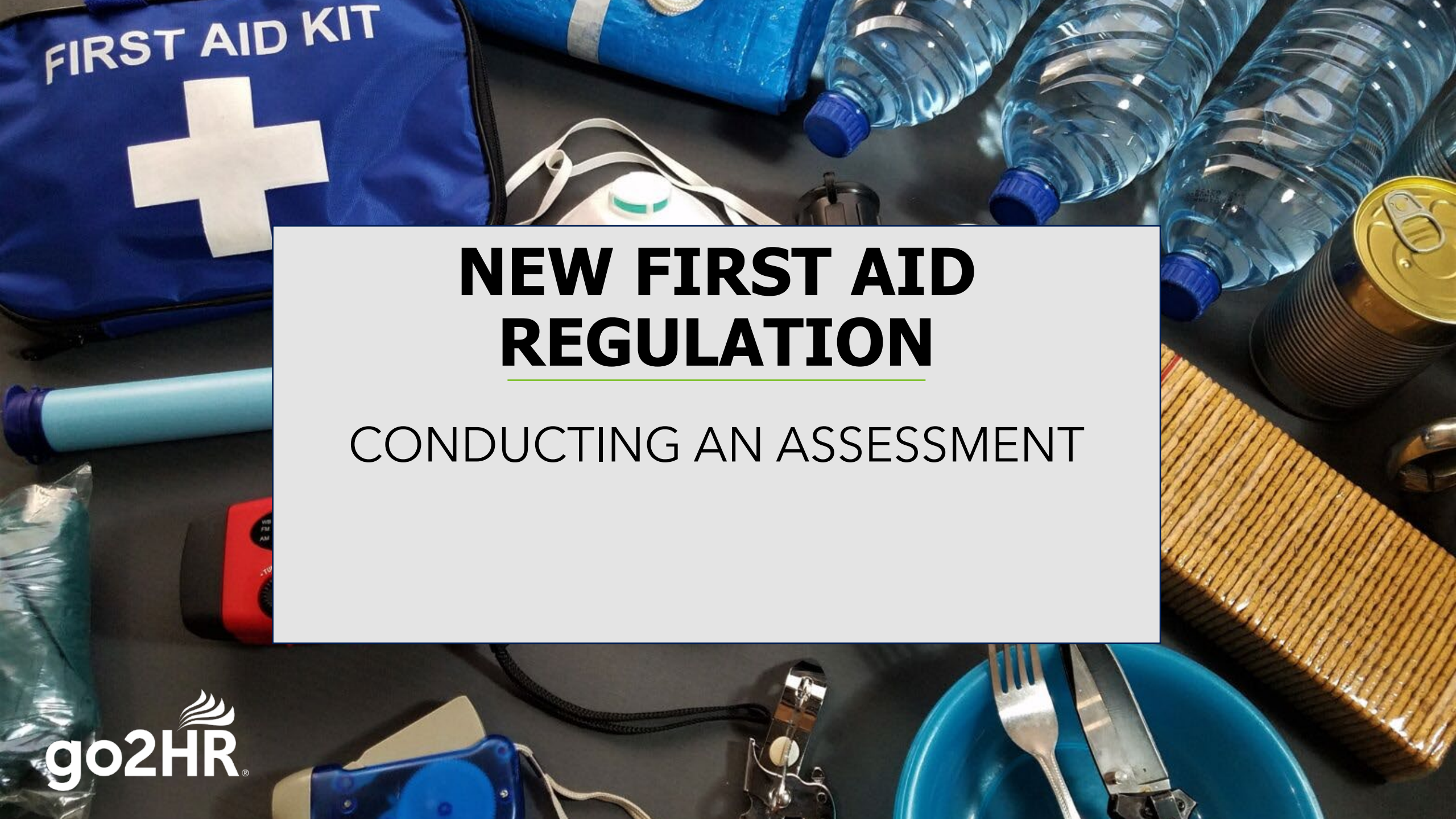


New and revised

- Reviewing first aid assessments
- Involving workers in first aid assessments
- Communicating First Aid procedures to workers
- Drills
- Registered nurses in hospital settings
- EMA licence holders in industry
- First Aid Assessment
- Developing and implementing procedures
- Air transportation
- Equipment list(s)
- ETV / MTC / Industrial ambulance considerations
- Attendant Fit for Duty [previously *Medical Prerequisites*]

Key considerations for November 1

- First Aid certificates remain valid until expiration
 - Retraining is not required (unless the attendant's certificate is expired)
- First aid kits do not need to be replaced - simply replenish or add materials in accordance with CSA kit requirements.
- Written first aid assessments are required annually.
- First aid assessment tool (PDF template) is available on [WorkSafeBC.com](https://www.worksafebc.com)
An online digital tool will be available soon
- Perform annual drills, and when procedures change
- See OHS Guidelines for additional detail and guidance, posted on [WorkSafeBC.com](https://www.worksafebc.com)



NEW FIRST AID REGULATION

CONDUCTING AN ASSESSMENT

CONDUCTING AN ASSESSMENT

Example Business Profile: "Lonnie's Hotel"

- Hotel w/ restaurant and pool
- 48 workers onsite during day shift
- 8 workers onsite overnight
- Located in Kelowna, BC
- CU: 761056
- Typical hazards of the CU



CONDUCTING AN ASSESSMENT

View the [Assessment Example for "Lonnie's Hotel"](#)





RESOURCES & SUPPORT

Implementation Deadline:
November 1, 2024

ONLINE RESOURCES

First Aid Changes Explained

- Links to WorkSafeBC Resources
- Brief description of the changes

Upcoming Webinars!

- Oct 19 – Part 2: Procedural Considerations & Best Practices
- Oct 23 – Part 3: Staff Training & Drills



1:1 SUPPORT

First Aid Consultations

- Personalized Assessment
- Implementation Action Plan

Email us your Questions:

- safety@go2hr.ca
- [Contact Us Form](#)



QUESTIONS



Submit your questions via the Q+A
at the bottom of your screen

All questions will be answered and
provided post webinar