

Occupational First Aid

Regulatory Amendment

Vancouver Island Safety Conference 2024

Will Dirksen, Industry and Programs Specialist
Prevention Programs and Services

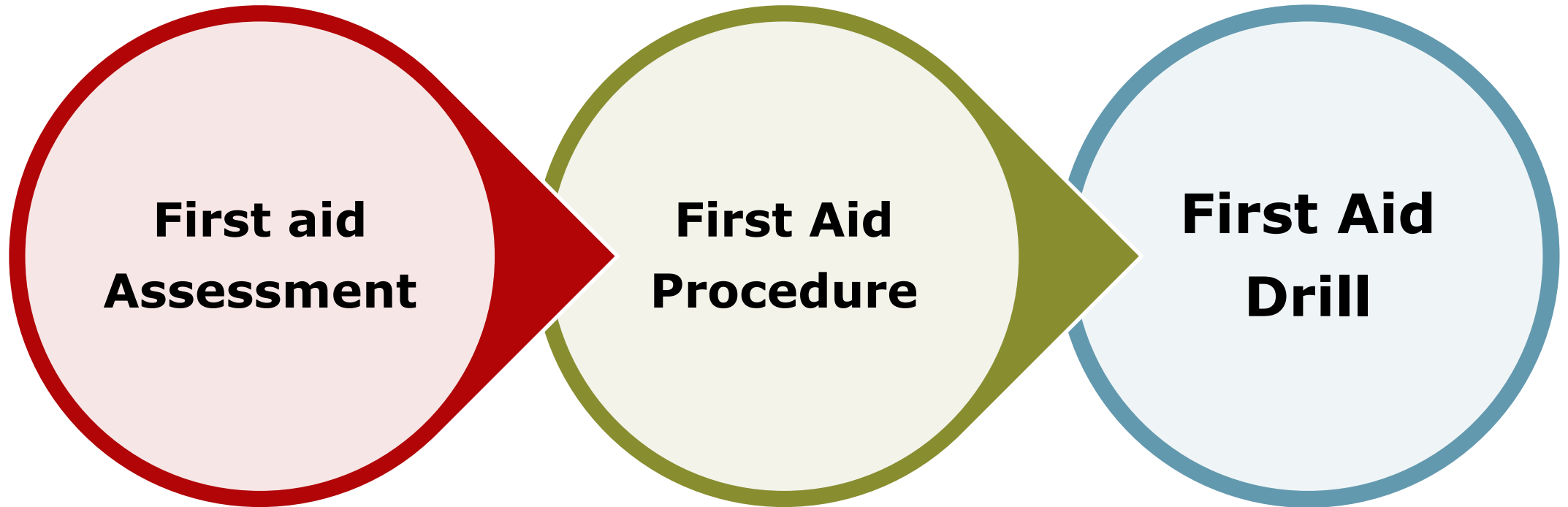


Updating Regulation

- Strengthen requirements in Schedule 3-A for minimum levels of first aid
- Enhance Transportation & Equipment requirements
- Align with the CSA National Standard.



First Aid



First aid Assessment

Equipment, Supplies, Facilities, First Aid Attendants and Services

Part 1: Prescriptive (Schedule 3-A)

-Workplace class

-Hazard rating

-Number of workers

Part 2: Performance Based
Specific Workplace Characteristics

Workplace Class Factors

“**Remote workplace**” means a workplace to which, under normal travel conditions, an ambulance cannot travel from its base 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 only accessible by ATV, snowmobile, or similar
- Areas where the only means of access involves steep or slippery slopes or embankments (without walkways)
- Private, industrial, or resource roads not accessible to BCEHS
- Areas with rough or complex terrain
- Areas where there is a significant risk of avalanche, landslide, flood, or other natural hazards
- Work on or over water

*Note: see new OHS Guideline Part 3 for more information

Workplace Class



Remote	Less accessible	Workplace class	Schedule 3-A table
No	No	<input type="checkbox"/> Class 1	Table 3-1
Yes	No	<input type="checkbox"/> Class 2	Table 3-2
No	Yes	<input type="checkbox"/> Class 3	Table 3-3
Yes	Yes	<input type="checkbox"/> Class 4	Table 3-4

Class 4 Workplace

Table 3-4
Minimum Requirements – Class 4 Workplaces

Item	Column 1	Column 2 Low hazard rating	Column 3 Moderate hazard rating	Column 4 High hazard rating
1	2 – 5 <u>Workers present</u>	<ul style="list-style-type: none"> • Basic first aid kit • Basic first aid attendant 	<ul style="list-style-type: none"> • Basic first aid kit • Basic first aid attendant (transport) 	<ul style="list-style-type: none"> • Intermediate first aid kit • Intermediate first aid attendant (transport)
2	6 – 9	<ul style="list-style-type: none"> • Basic first aid kit • Basic first aid attendant 	<ul style="list-style-type: none"> • Basic first aid kit • Basic first aid attendant (transport) 	<ul style="list-style-type: none"> • Intermediate first aid kit • Intermediate first aid attendant (transport) • Emergency transportation for one injured worker
3	10 – 19	<ul style="list-style-type: none"> • Basic first aid kit • Basic first aid attendant (transport) 	<ul style="list-style-type: none"> • Intermediate first aid kit • Intermediate first aid attendant (transport) • Emergency transportation for one injured worker 	<ul style="list-style-type: none"> • Advanced first aid kit • Basic first aid attendant (transport) • Advanced first aid attendant • Emergency transportation for one injured worker
4	20 – 49	<ul style="list-style-type: none"> • Basic first aid kit • Basic first aid attendant (transport) 	<ul style="list-style-type: none"> • Advanced first aid kit • Dressing station • Basic first aid attendant (transport) • Advanced first aid attendant • Emergency transportation for one injured worker 	<ul style="list-style-type: none"> • Advanced first aid kit • Dressing station • Basic first aid attendant (transport) • Advanced first aid attendant • Emergency transportation for one injured worker



Table 3–4
Minimum Requirements – Class 4 Workplaces

Item	Column 1 Workers present	Column 2 Low hazard rating	Column 3 Moderate hazard rating	Column 4 High hazard rating
1	2 – 5	<ul style="list-style-type: none"> • Basic first aid kit • Basic first aid attendant 	<ul style="list-style-type: none"> • Basic first aid kit • Basic first aid attendant (transport) 	<ul style="list-style-type: none"> • Intermediate first aid kit • Intermediate first aid attendant (transport)

Equipment, Supplies, Facilities, First Aid Attendants and Services

Part 1: Prescriptive (Schedule 3-A)

- Workplace class
- Hazard rating
- Number of workers

Part 2: Performance Based Specific Workplace Characteristics

- Hazard ID & risk assessment
- Types of injuries
- Barriers to first aid
- Specialized equipment for transport and evacuation
- Location of workers
- Time required to obtain transportation and transport an injured worker to medical treatment and the methods of transportation available.

Involving Workers in First Aid Assessments

- First Aid Assessments must be prepared, reviewed and updated in **consultation with the joint committee or the worker health and safety representative**



Reviewing First Aid Assessments

Update First Aid Assessments:

- Within 12 months after the previous assessment or review, and
- Whenever a significant change affecting the assessment occurs



First Aid Assessment Worksheet

Reset

WORK SAFE BC

First Aid Assessment Worksheet

Using this worksheet

Every employer in B.C. needs to prepare a written first aid assessment for each of their workplaces. Use this worksheet to document the minimum and additional first aid required for your workplace. Consult [§3.16](#) of the Occupational Health and Safety (OHS) Guidelines for more information, including how to determine the number of workers and hazard rating for your workplace.

Employer's name	Location assessed
Shift name and/or time	Assessment date or date of review
Workers consulted	Date(s) of consultation(s) with joint committee and/or workers
<input type="checkbox"/> Joint committee participated (if applicable)	
Documented by	Contact number (optional)

Minimum first aid

Determine the number of workers per shift

Count every worker at your workplace or worksite or on this shift, including dispatched workers, managers, and supervisors.

Maximum number of workers at this location or on this shift

Determine your hazard rating

1. Is this a separate administrative location?

- Yes
If yes, your hazard rating is Low (skip question 2 and check off "Low" at bottom of page)
- No

If no, refer to the [Workplace hazard ratings](#) document (click the link or scan the QR code) to find the hazard rating assigned to your classification unit (CU).

What is your CU?

What is the hazard rating assigned to your CU?

2. Are work activities at this location typical of your CU?

- Yes
- No, work activities are more consistent with activities of another CU with a higher hazard rating
- No, this is a multiple employer workplace where the work is phased

Alternative CU Reasoning (tasks performed)

Check off the hazard rating assigned to the alternative CU

Hazard rating
 Low Moderate High

WORK SAFE BC

First Aid Assessment Worksheet

Determine if your workplace is remote and/or less accessible

Determine if your workplace is remote.

How long does it typically take to drive from your workplace to the nearest ambulance station operated by British Columbia Emergency Health Services (BCEHS)? (Use an online mapping tool to estimate time during a typical work shift.)

Workplaces located on roads that cannot be made accessible to BCEHS ambulance must be considered remote.

Distance to BCEHS station

30 minutes or less to BCEHS station → Not remote If more than 30 minutes → Remote

Determine if your workplace is less accessible.

Workers working in any of the following areas?

Group 1 areas

Backcountry areas only accessible by all-terrain vehicle (ATV), snowmobile, or similar means

Areas where the only means of access involves steep or slippery slopes or embankments (without walkways)

Private, industrial, or resource roads that cannot be made accessible to BCEHS

Areas with rough or complex terrain

Areas where there is a significant risk of avalanche, landslide, flood, or other natural hazards

Ferry

If you checked one or more of the boxes in Group 1, your workplace is **less accessible**.

Group 2 areas (hazardous areas)

Confined spaces or areas where there is a risk of entrapment

Underground work areas

Excavations

Areas that are only accessible by ladders, scaffold, or temporary work platforms

Work areas at high angles, or where an unguarded fall hazard exists

Areas where a drowning hazard exists (work on or over water)

Areas requiring specialized personal protective equipment (PPE) or

areas where hazardous atmospheres may exist

Other hazardous areas not accessible to BCEHS attendants

Describe

If you checked one or more of the boxes in Group 2, your workplace is **less accessible, unless all the following conditions are met:**

Workplace is not remote

No boxes in Group 1 are selected

Alternative provisions are in place to safely rescue workers from the hazardous area to an area accessible to BCEHS

Your workplace is **not less accessible**

BCEHS ambulance can access your workplace and there are no hazardous areas where BCEHS attendants will have difficulty accessing your workplace, or if workers are prevented from accessing these areas, your workplace is **not less accessible**.

Workplace is less accessible

Workplace is not less accessible

(24/07) Page 2 of 4

WORK SAFE BC

First Aid Assessment Worksheet

Determine your workplace class

Based on your answers about remoteness and accessibility, check off the box below for your workplace class. Refer to the [Minimum first aid requirements](#) document (click the link or scan the QR code) for tables that list minimum requirements for your class.

Less accessible	Workplace class	Schedule 3-A table	Schedule 3-A tables
No	<input type="checkbox"/> Class 1	Table 3-1	
No	<input type="checkbox"/> Class 2	Table 3-2	
Yes	<input type="checkbox"/> Class 3	Table 3-3	
Yes	<input type="checkbox"/> Class 4	Table 3-4	

Determine your minimum first aid requirements

Based on the maximum number of workers at your workplace, your hazard rating, and your workplace class, refer to the applicable Schedule 3-A table to determine your minimum first aid requirements and document below.

Refer to the [first aid equipment, supplies, and facilities](#) document (click the link or scan the QR code) to see what your first aid kit(s) and first aid must include.



Facilities

Facilities

Facilities

Facilities

Facilities

Facilities

Facilities

Facilities

Facilities

Facilities

Facilities

Facilities

Facilities

Facilities

Facilities

Facilities

Facilities

Facilities

Facilities

Facilities

Facilities

Facilities

Facilities

Facilities

Facilities

Facilities

Facilities

Facilities

Facilities

WORK SAFE BC

First Aid Assessment Worksheet

Are there any additional factors applicable to the workplace being assessed?

Document the minimum first aid services provided at this workplace

Based on the minimum first aid services required by Schedule 3-A and your consideration of the additional factors documented, the first aid services provided at this workplace are:

Minimum first aid services required by Schedule 3-A are provided at this workplace.

Additional services provided are different than the minimum required, document below.

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of kits (number of kits and kit types)

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

Number of attendants and certification level for each

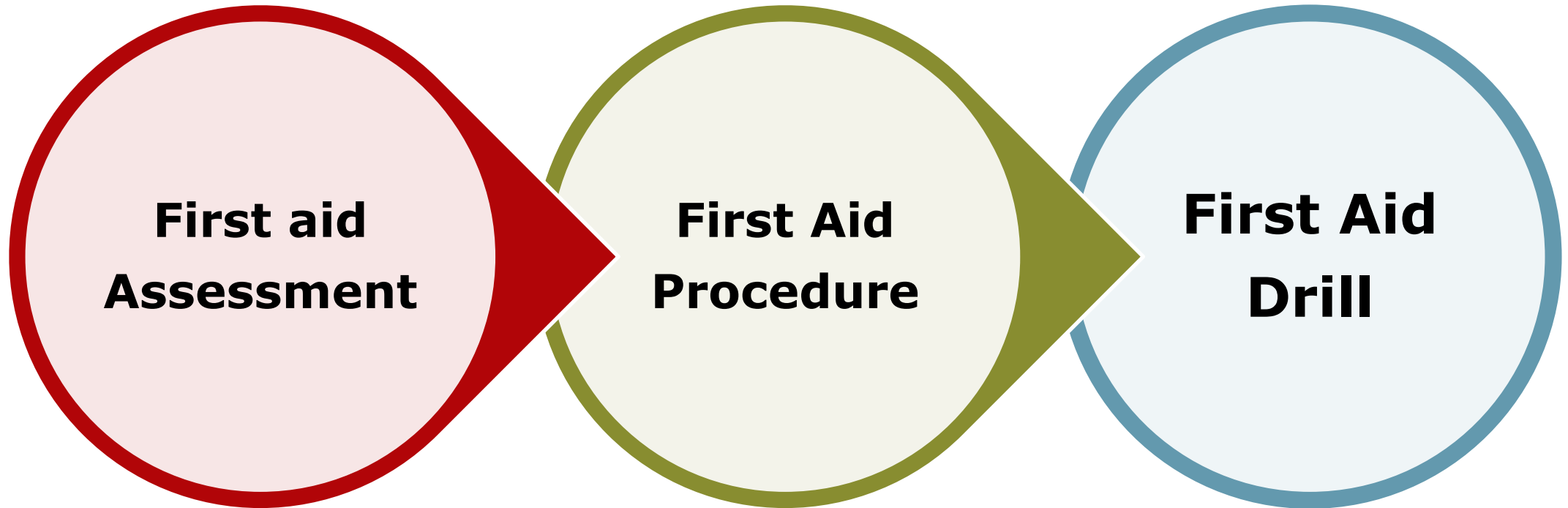
Additional factors

The assessment must be updated annually and available at the workplace you have assessed so that workers, supervisors, and WorkSafeBC prevention officers can validate its accuracy and confirm availability of the required services.

(24/07) Page 3 of 4

(24/07) Page 4 of 4

First Aid



First Aid Procedure

First Aid Procedures - Barriers

Up-to-date written procedures for providing first aid at the workplace must include:

- the equipment, supplies, facilities, first aid attendants and services available,
- the location of, and how to call for, first aid,
- how the first aid attendant is to respond to a call for first aid,
- **if there are any barriers to first aid being provided to injured workers, how injured workers will be accessed and moved,**

First Aid Procedures - Transportation

Up-to-date written procedures continued :

- 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,
- who is to call for transportation for the injured worker, and the methods of transportation and calling,
- **if emergency transportation is required, the location and the method of emergency transportation**
- prearranged routes in and out of the workplace and to medical treatment.

Emergency Transportation

Must be capable of **safely transporting**

- a first aid attendant, and
- the injured worker, with a stretcher used to secure the worker

Have an effective means of **communication** between the first aid attendant and the operator of the transportation

Be designed and equipped to:

- **secure** injured workers to minimize excessive jarring,
- **protect** injured workers from natural elements and dust,
- **maintain** normal body temperature of injured workers, and
- allow **adequate space** for the first aid attendant to safely provide first aid to injured workers.

Air Transportation

If air transportation is provided:

- **Make arrangements with an air transport service provider before the start of operations**
- **Confirm appropriate aircraft is reasonably available to respond to the workplace.**
- **Ensure there is at least one stretcher in the aircraft or at the workplace, that is compatible with the aircraft**



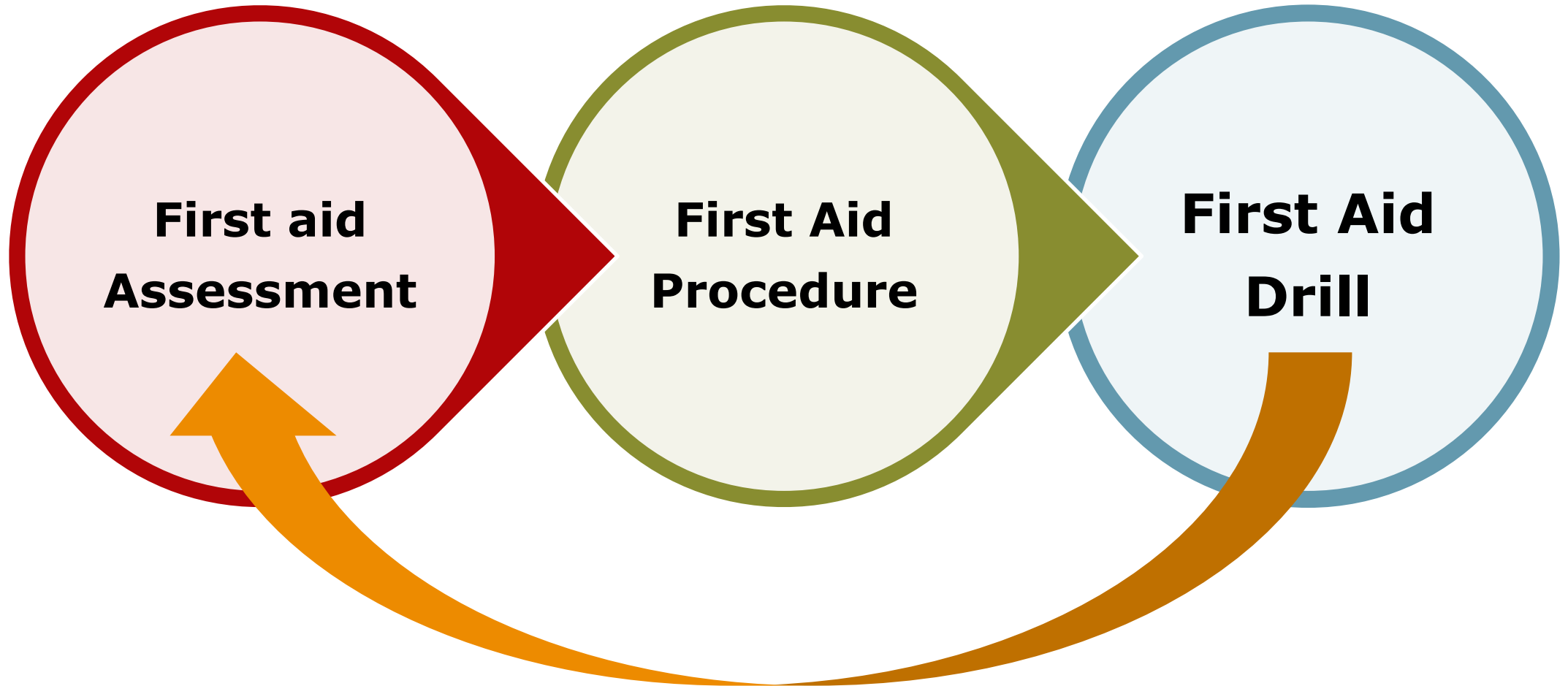
Air Transportation

- **Availability of appropriate aircraft must be determined before the start of each work day,** and the air service to notify the employer if an appropriate aircraft ceases to be available;
- The pilot of the aircraft and the first aid attendant attending to an injured worker must be able to communicate at all times when the aircraft is in transit to the location of the injured worker and during transport of the injured worker to medical treatment.

First Aid Procedures - Communication

- First Aid Procedures must be posted at 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.
- The first aid attendant and all other persons authorized to call for transportation for injured workers must be **trained** in the procedures.

First Aid



First Aid Drill

First Aid Procedures - Drills (*new*)

At least **once each year** and **whenever the procedures change**, the employer must ensure that **drills** are conducted to ensure that

- the procedures are effective, and
- workers, first aid attendants and other persons are capable of fulfilling their roles and responsibilities.

When to Conduct Drills

- At least once each year, *and*
- Whenever the procedures change substantively; for example:
 - Change in transportation methods
 - Change in protocol for summoning the first aid attendant
 - Change in workplace class
 - Change in the level of required FA certification
 - Change to rescue procedures

Drills – Testing Procedures

- Summoning assistance & initiating the response
- Obtaining equipment, supplies
- Packaging patient for transport
- Accessing and moving injured worker, overcoming barriers
- Coordinating transport
- Communicating with outside agencies
- Conduct drills in a safe controlled manner – No undue hazard.



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.
- **Note:** even though your certificate may not expire until after Nov. 1/24, you may need to upgrade to a higher-level certificate (see Schedule 3-A) by Nov. 1/24

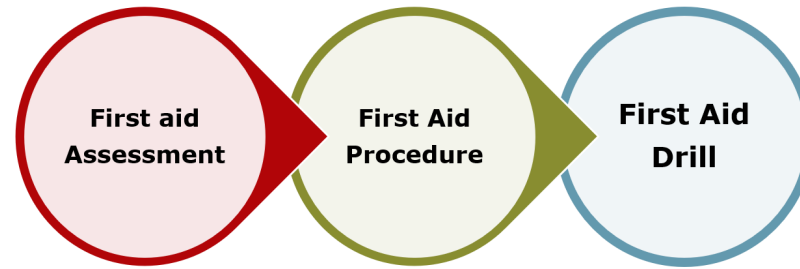
First Aid Kit Equipment Requirements

Current first aid requirements	2024 first aid equipment requirements
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



Summary and Key Considerations

Summary



- **First Aid Assessment**

- Minimum requirement from Schedule 3-A (Prescriptive)
- Additional considerations (Performance based)

- **First Aid Procedures**

- Barriers, Emergency Transportation, Communication, Air Transport

- **First Aid Drills**

- Conduct drills annually or when substantial changes to FA procedure

- **Training and Equipment Requirements**

- CSA Standard for First Aid Training and First Aid Kit requirements

Considerations for November 1

- First aid certificates remain valid until expiration
- First aid kits do not need to be replaced, simply replenished or additional materials added in accordance with CSA kit requirements
- Written first aid assessments - annually or when significant change in operations; must consult with joint committee or worker rep
- First aid drills – at least once per year or when procedures change



New first aid requirements effective November 1, 2024

[Learn more](#)

requirements, the following resources are available:

- [OHS Guidelines for Part 3 — Occupational First Aid \(preliminary draft\)](#)
- [Backgrounder: Occupational first aid regulatory changes](#)
- [First aid assessment worksheet](#)
- [Changes to occupational first aid requirements: Frequently asked questions](#)
- [Workplace First Aid: OHS Regulation Changes \(video\)](#)

You can also view a [strikethrough version](#) of the Regulation amendments.



THANK YOU