

# Toolbox Talk

## 27. First Aid



### What?

- First aid is the provision of initial care for an illness or injury. It is usually provided by a non-medical person to those in need until medical treatment can be obtained
- Each employer is required to provide adequate equipment, facilities and personnel to enable first aid to be given to their employees if they are injured or become ill at work as part of their assessment of significant risks in the workplace
- A first aider is someone who has undergone a first aid training course, holds a current first aid at work certificate and has been appointed to undertake this duty in the workplace

### Why?

- Lives can be saved and injuries reduced by prompt first aid until medical help arrives. Experienced first aiders play an important part in reducing severity of injuries and ill health in the workplace
- Notices should be in place informing staff who and where first aiders or appointed persons are located and the position of first-aid boxes
- It is extremely important to know who to call or contact for first aid when an accident occurs in order to avoid unnecessary delay since in certain situations response times are vital

### Do



- ✓ Find the names and numbers of local first aiders
- ✓ Get to know the location of first aid equipment
- ✓ Contact first aid personnel immediately following an accident
- ✓ Help the first aider whenever possible
- ✓ Contact the emergency services when the incident is more serious
- ✓ Report items missing from first aid kits

### Don't



- ✗ Keep tablets or medicines in first-aid boxes.
- ✗ Put yourself in danger when giving first aid
- ✗ Remove items in the first aid boxes unless it is to treat a workplace injury
- ✗ Move an injured person unless they are in immediate danger



Document Name	TBT 27 First Aid	Document No	FM/HS/TBT/029
Document Owner	Stuart Care	Date of Issue	13/01/2017
Classification	Internal Use	Version No	01