Some of us had first-aid training when we were in the Scouts. Some of us may have had it in high school, or college, or the military. Or maybe we had a first-aid course at our church, or maybe even your company has sent you to one or more first-aid training programs.

Did you know that OSHA requires that there be a “first-aid giver” on each and every jobsite. And, in addition, these same jobsites must also have a first-aid kit.

If you have had a first-aid training program recently, you’ll remember that this six or eight-hour training course covered a lot of material. Some of the more important topics were CPR (Cardio Pulmonary Resuscitation), bandaging, stopping of bleeding, treating for shock, prevention of spinal injury by keeping the victim stationary, treating for insect bites/stings, recognizing heat exhaustion and heat stroke, knowing symptoms of hypothermia and frostbite, snakebite treatment, proper handling of first/second/third degree burns, and making a phone call for rescue vehicles (9-1-1).

In your prior first-aid training, the instructor spent considerable time discussing Bloodborne Pathogens, which is the spreading of various diseases through the transmission of bodily fluids. You’ll remember from this same training that you were urged to wear latex gloves when administering first-aid to a bleeding victim. If you’re required to administer CPR, you’ll also need to use a face shield, dispose of used bandages and other items exposed to bodily fluids using an airtight container (zip-loc sandwich bag, etc.).

Where will you use your first-aid knowledge? On the jobsite, at home, or the shopping center, or on picnics, or wherever a human being is injured and needs some type of first-aid. Your first-aid knowledge and technique is invaluable.

For those who have attended a first-aid training seminar in the past three or four years, you probably remember that the instructor stressed that there were as many “don’ts” as there were “do’s.”

DON’TS
- Don’t move the victim unless absolutely necessary
- Always suspect “spinal injury” (and don’t move the victim)
- Don’t set fractures and breaks (simply immobilize the victim)
- Don’t apply a tourniquet (use “direct” pressure to stop bleeding)
- Don’t remove items imbedded in the eye (cover with a dixie cup)
- Don’t use burn ointments
- Don’t hesitate to call 9-1-1
DO’S

• Reassure victim that help is on the way
• For major injuries call 9-1-1 immediately
• Check victim’s status regularly
• Use direct pressure to stop bleeding
• Check to see if victim’s airways are clear
• If no pulse or respiration, start CPR
• To prevent transmission of disease, use latex gloves
• Keep victims in shock warm (use blanket, etc.)
• Assume spinal injury when blunt force trauma is present
• Raise head if bleeding in upper torso area
• Raise feet if bleeding in lower torso areas
• Flush all burns and chemical injuries with clean water
• Have MSDS sheets on the jobsite for 9-1-1 responders
• Call the Poison Control Center for chemical ingestion

A person who stops breathing may die or suffer brain damage in minutes without prompt, proper help. Know whom to contact if someone stops breathing. Make the call quickly. Have help come to the victim; don’t move the person unless they are in dire peril of further injury, and then use extreme care. Avoid actions that could further harm the victim. Don’t provide medication without medical supervision. If you’re not sure what to do, don’t do anything until medical help arrives.

Obtain CPR training. Take a Red Cross or other course in cardiopulmonary resuscitation (CPR). Inform management that you’ve been trained and are available to help in an emergency. The Company will pay for this training. See company incentive program.

Is your jobsite first-aid kit fully stocked? Is it half empty? Do some of the items have grease or other solvents on them? Are the sterile packages torn open? If any of these conditions exist, then you might be in trouble with OSHA. They (OSHA) want the first-aid kit to be in top flight condition, in the event you need to use the items to treat an injured victim.

What are some of the things you should look for to determine if your jobsite kit meets OSHA approval? Here are some tips:

• Is the kit available to all workers?
• Is it clean/sterile?
• Is the first-aid container fully stocked?
• Does your company inventory “refill kits?”
• Is there an “eye-wash” kit in the first-aid container?
• Are there 4”x 4” sterile pads in the kit (to use along with “direct pressure” to stop bleeding)?
• Do you have a first-aid kit in each company owned vehicle?
• Does your kit have CPR items?
• Do your workers know the exact location of the first-aid kit on the jobsite?
• Are the NAMES of the company’s first-aid givers scotch-taped on the top of the
first-aid container?

While it’s O.K. to have a first-aid kit in the jobsite trailer, it’s not O.K. to have it stored in a file cabinet? WHY? Because you need the first-aid kit to be in clear view of all workers. If it’s hidden away somewhere, then OSHA might cite your company for not having it where all employees can immediately have access to it if an emergency occurs.

More Information
For more detailed information regarding company policies and procedures, refer to the Hayward Electric Injury & Illness Prevention Program manual, Chapter 4, Employee First Aid.

Discussion Points: Provide participants with a list of emergency medical phone numbers, including employees who know CPR, so they’ll be prepared for this type of emergency.
SAFETY MEETING # 14 - FIRST AID/CPR
TRAINING QUIZ

1. OSHA requires at least one first aid kit and “first aid giver” on every job site.
   A. True
   B. False

2. A first aid giver must have at least ________ hours of training.
   A. 2
   B. 4
   C. 6
   D. 8

3. You may store a first aid kit in the file cabinet on a job site.
   A. True
   B. False

4. First aid on a job site may include ____________________.
   A. Stopping bleeding and bandaging
   B. CPR
   C. Calling 911 for rescue vehicles
   D. All of the above

5. Giving CPR requires you to:
   A. Apply a tourniquet
   B. Use a face shield
   C. Set broken bones
   D. Use burn ointments

6. Raise the head if bleeding is in the lower torso area
   A. True
   B. False

7. A first aid kit should be located in ___________________.
   A. Each company vehicle
   B. Each job box
   C. Each job trailer
   D. All of the above

8. In administering CPR you must check:
   A. Airway
   B. Bleeding
   C. Pupils
   D. Reflexes

9. CPR cards are usually valid for four years.
   A. True
   A. True
   B. False

11. A person who stops breathing may die or suffer brain damage.
    A. True
    B. False

12. Which is the most common way in which you can stop bleeding is:
    A. Direct Pressure
    B. Tourniquet
    C. Arterial Pressure
    D. Bandage

13. OSHA may cite your company for first aid kits not being in immediate access.
    A. True
    B. False

14. Hayward Electric will pay the cost of a First Aid/CPR class for you and your spouse.
    A. True
    B. False

15. Where is your knowledge of first aid helpful?
    A. At home
    B. On a job site
    C. Shopping
    d. All of the above