

Inspection Focus 2: First Aid Requirements

BASIC REQUIREMENTS AND FIRST AID PROCEDURES






WorkSafeBC will be focusing on two (2) regulations related to First Aid and On-Site Medical:

[OHSR 3.16 Basic Requirements](#) and [OHSR 3.17 First Aid Procedures](#)

SUMMARY OHSR 3.16 AND 3.17 FIRST AID

It is important to review the Workers Compensation Act (WCA) and Occupational Health and Safety Regulation (OHSR) for a full understanding of requirements for compliance and ensuring a safe workplace. In summary, OHSR 3.16 and 3.17 require performing arts & live event workplaces (at both non-event, and event times) to:

BASIC REQUIREMENTS AND FIRST AID PROCEDURES

-  Provide equipment, supplies, facilities and attendants at levels **adequate** to render first aid and transport injured workers to off-site medical treatment in the event of serious injury
-  Ensure that equipment, supplies and facilities are kept clean, dry and ready for use, by being easily accessible and protocols for first aid are known by all workers at the worksite
-  Procedures for first aid should be written, posted, orientated and known by workers, these include, but are not limited to:
 - Location of first aid equipment, supplies, facilities and attendants
 - How to contact first aid by phone, radio or location
-  Ensure first aid attendants have valid certification (generally, expiry occurs within three (3) years)
-  Authority of first aid attendants over treatment, including pre-planning for contacting and method of transportation to off-site medical treatment (when applicable)

TO DETERMINE WHAT IS “ADEQUATE” FOR YOUR WORKPLACE, YOU ARE REQUIRED TO:

- Perform a documented First Aid Assessment annually, or when there has been a significant change to the workplace, ActSafe provides a template to assist you in complying. [First Aid Online Assessment Tool](#)
- Ensure type and quantity of equipment, supplies, facilities and attendants meet or exceed that listed in [Schedule 3-A](#) which outlines requirements based on workplace hazard identification and risk level, proximity to nearest hospital and total numbers of workers at the work location.

QUICK TIPS

Conduct and document a First Aid Assessment using the ActSafe template

Ensure equipment, supplies and facilities meet or exceed requirements in Schedule 3A and are kept in good working order and easily available

Ensure first aid attendant certificates meet or exceed requirements in Schedule 3A and are up to date

Ensure first aid procedures are known by workers by posting written procedures



Written procedures may include first aid procedures in worksite orientations and pre-shift talks/briefings, and have signage/hand-outs indicating first aid location and contact numbers

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