



First Aiders



Definitions:

First Aid: Immediate care given to a person who is injured or ill. Treatment is given until medical aid by a health care professional can be administered.

First Aid Box: A box or container that must at minimum contain items listed in *Sections 8, 9, 10, 11 or 16 of Ontario Regulation 1101, First Aid Requirements.*

First Aider: A person holding a valid First Aid Certificate issued by a training agency recognized by the Workplace Safety & Insurance Board (WSIB).

First Aider Responsibilities:

1. To respond to first aid emergencies **within the limits of his/her training.**
2. To **obtain and maintain a valid First Aid Certificate** issued by a training agency recognized by the WSIB.
3. To follow appropriate emergency procedures and provide **interim first aid until medical services** take over.
4. To be **in charge of a first aid station and inspect the first aid box and its contents at least every three months (4X/year)** and replenish the supplies if needed. The inspection card/checklist for the first aid box should be **signed and dated.**
5. To **keep a record**, indicating the date, time and nature of the first aid treatment given to any injured person.

Advise injured worker to complete a University of Toronto **accident and incident online report** with their supervisor. Details and information on how to complete this form is located on the EHS website at: <http://www.ehs.utoronto.ca/resources/wcbproc.htm>.

First Aid Stations shall contain/post:

A first aid box* containing the items required by Reg. 1101,	an inspection card/checklist,
the WSIB Form 82 poster, ' In Case of Injury at Work '**, and	valid first aid certificates of the first aiders.

Personal protective equipment (e.g. CPR mask and non-latex gloves) as prescribed by the first aid training should also be included in the first aid box.

Reg. 1101 is accessible online, and can be viewed / downloaded at Service Ontario's e-Laws website at: http://www.e-laws.gov.on.ca/html/regis/english/elaws_regs_901101_e.htm

Need Help? Contact EHS at 215 Huron St., 7th Floor, Toronto, Ontario, M5S 1A2,
Telephone: 416.978-4467, **Website:** www.ehs.utoronto.ca or **email:** ehs.office@utoronto.ca.

*You can purchase **ready-made first aid kits** from the supplier of your choice. EHS does not endorse any particular first aid kit vendor, or **you may assemble your own first aid kit** following appropriate content requirements listed in sections 8, 9, 10, 11 and 16 of Reg. 1101.

Contact EHS for the 'In Case of Injury at Work**' WSIB Poster / sticker.

