

Toolbox Talk QST 005

First Aid

REASON:	First Aid is an important factor on construction site.
WHY:	If you know basic first aid, you could save a life.
OUTLINE:	This talk goes through what basic first aid you should know and when it is required.

Before first aid is required

1. Always make sure you know where the first aid kit is kept.
2. Know who the first aider, emergency first aiders and appointed persons are.
3. Have a small travelling first aid kit if you are working in a small group away from the main site or if you are using potentially dangerous tools or machinery.
4. Make sure you know what the procedure is for calling the emergency services.

Discovering a casualty

1. Call or send someone for medical help and ensure your own safety as you approach the casualty.
2. If it is safe to do so, remove the hazard from the casualty.
3. Unless the casualty is in immediate danger DO NOT MOVE the casualty.
4. Stay with the casualty. Give reassurance.
5. Don't give drinks or food to the casualty. Only moisten their lips and don't allow them to smoke.

What your employer is expected to have done

1. Completed a first aid needs assessment.
2. Ensured that there is either an appointment person to take charge of first aid arrangements, or that they are appropriate numbers of suitably trained first aiders.
3. Ensured that there are adequate facilities and a suitably stocked first aid box.
4. Informed you about the first aid arrangements.

Employers' responsibilities

1. Ensure that the first aid cover includes – for example, shift work and holiday cover.
2. Appoint somebody to restock the first aid boxes.
3. Ensure the first aid equipment provided is appropriate for the nature of work and the number of workers.
4. Ensure first aiders are easy to identify. Usually a sticker on their safety helmet.