



Sheet 1

FIRST AIDER

LEGISLATION

The employer of an establishment must make sure that the required number of first aiders per shift is present at all times during working hours.

NUMBER OF FIRST AIDERS PER SHIFT

WORKPLACE	NUMBER OF WORKERS	REQUIRED NUMBER OF FIRST AIDERS
Establishment	50 or less	1
Construction site	10 to 50	1
Establishment or construction site	51 to 150	2
	151 or more	One first aider for every additional 100 workers or fraction thereof
Establishment in the forestry sector	5 or more	1
	6 to 10	2
	11 or more	One first aider for every additional 5 workers or fraction thereof

The employer may train more first aiders than the number required by regulation. When deciding how many first aiders to train, take into account response time, which can vary depending on the establishment’s configuration and the number of floors, the obstacles to cross to reach the injured, the number of departments, and the distance to travel.

SUBSIDY

The workplace first aid training program provided by *Commission des normes, de l’équité, de la santé et de la sécurité du travail* (CNESST) grants a training subsidy for 5% of workers in an establishment.

The 5% limit may be exceeded in sectors whose main economic activities are:

- mines (excluding quarries), 20%
- forests (excluding sawmills), 20%
- forestry, 20%
- construction, 10%

For more details, go to the CNESST website.

CHOOSING A FIRST AIDER

Employers may designate anyone to be a first aider.

Suggested selection criteria for first aiders:

- Interest
- Good health
- Job allowing person to intervene quickly
- First aid experience
- Ability to manage stress
- Sense of responsibility
- Reading and writing

"FIRST AID IN THE WORKPLACE" TRAINING



Employers must:

- Select an organization in their region from the list on the CNESST.
- Contact the selected organization to register the person or persons designated for first aid training
- Give time off work to anyone designated for first aid training
- Remunerate anyone designated for first aid training because they are considered to be at work while training

The workplace first aid certificate

To issue a workplace first aid certificate, the designated person must:

- Complete all 16 hours of training
- Pass a knowledge assessment test

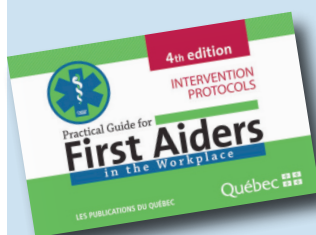
The certificate is valid for 3 years.

It is essential that first aiders receive training and keep their knowledge up-to-date. First aid training videos can be viewed in the *Mettre à jour ses connaissances* section of the CNESST website. Topics covered include:

- How to administer oxygen
- How to use epinephrine
- Cardiopulmonary resuscitation (CPR)
- How to use an automated external defibrillator (AED)

NB: The instructional videos are not a substitute for workplace first aid training. They serve to refresh first aider's knowledge of various topics.

DUTIES



PREVENTION	INTERVENTION
<ul style="list-style-type: none"> • Take part in assessing workplace risk • Know where first aid equipment is kept, how to use it, and how to contact emergency services • Check the contents of the first aid kit • Inform the health and safety committee OR the health and safety representatives (of the employer or workers) of any health and safety issue • Regularly review safety data sheets and stay up-to-date on any changes made in the establishment 	<ul style="list-style-type: none"> • Take steps that could save the victim's life • Prevent the victim's injuries from getting worse or lessen their severity • Comfort the victim • Give relevant information to prehospital emergency services (e.g., information regarding intervention, safety data sheets, victim's identity, circumstances of accident, etc.) • Record the facts in the first aid register (see sheet No. 4: Register of Accidents, Incidents and First Aid)

The first aider's response is crucial. The role of first aiders, as described in the *Secourisme en milieu de travail* reference manual, is an important part of the prehospital response chain. First aiders are first responders in the chain, as they are in their own workplace.

Guide pratique du secouriste en milieu de travail, a mobile application, is available at app stores online.

IDENTIFYING FIRST AIDERS



Each first aider's workplace, position, and last and first name must be clearly displayed to workers in an easily accessible area of the establishment.

On a construction site, first aiders must be identifiable by a red cross on their helmets.

To be easily identifiable, first aiders in the forestry industry should follow best practices by wearing a cross on their helmets.

Stickers can be ordered on the CNESST website.

This tool was developed by a Provincial Nursing Working Group of Réseau de santé publique en santé au travail (RSPSAT) in collaboration with Commission des normes, de l'équité, de la santé et de la sécurité du travail (CNESST).

Sources:

COMMISSION DE LA SANTÉ ET DE LA SÉCURITÉ DU TRAVAIL DU QUÉBEC, *Secourisme en milieu de travail*, 7th edition, [Québec], the Commission, 2014, 255 p. Only available on the CNESST website.

QUÉBEC, *First-aid Minimum Standards Regulation, chapter A-3.001, r. 10, updated April 1, 2016, s. 3 and 14*, [Québec], Québec Official Publisher, 2016. Available online on the Publications du Québec website.