

6.0 FIRST AID

6.1 Purpose

To define minimum company requirements and responsibilities for providing quality first aid and medical care for occupational injuries and illness.

6.2 Scope

This procedure applies to all facilities.

6.3 Responsibility

- The Safety Director is responsible for assuring that all Foreman's and Supervisors have CPR and First Aid training.
- Injured personnel will report immediately to his/her supervisor.
- The supervisor is responsible for filling out the first report of injury and fax within one hour to the HR department.
- First aid kits will be available in designated locations, shop bathroom, all job site toolboxes, and all service trucks. They are stored in weatherproof plastic or steel cases that open readily.
- A record of first aid provided should be noted on the First Aid Injury Log that is maintained at the office.
- If no medical attention is available within 4 minutes, an individual trained in first aid and CPR will be available.
- The contents of a first aid kit will meet or exceed requirements of ANSI Standard Z308.1-1998.
- The supervisor will be responsible for inspecting the first aid kit on a periodic basis.
- The facility emergency action plan is completed by the safety manager and it identifies phone numbers and emergency information.
- Eye and/or body flushing solutions will be available in immediate work areas. This solution can be found in the first aid kits. Job site facilities have eye wash and emergency showers and those are pointed out to personnel at job site safety meeting.
- No injured personnel that need medical attention will drive themselves to the location to get medical treatment. Jobsite foreman is responsible for transporting or calling emergency numbers that are posted to provide transportation for the injured person.
- Foremen on a job site have the responsibility to attain emergency phone numbers and post them at the job site.
- Before workers are sent to a work site, the Foreman must ensure that arrangements are in place to transport injured or ill workers from the work site to the nearest health care facility. The Foreman will ensure that an ambulance service is readily available to the work site when travel conditions are normal. If an ambulance service is not readily available to the work site, or if travel conditions are not normal, the Foreman will ensure that other transportation is available that: (a) is suitable, considering the distance to be travelled and the types of acute illnesses or injuries that may occur at the work site, (b) protects occupants from the weather, (c) has systems that allow the occupants to communicate with the health care facility to which the injured or ill worker is being taken, and (d) can accommodate a stretcher and an accompanying person if required to.

6.4 Trained Personnel

All Supervisors and Foreman's are trained in First Aid by the Red Cross and certification for that training.

6.5 First Aid Supply Maintenance

Our facility first aid supplies are monitored by a vendor that automatically keeps supplies refurbished and replaced as needed. The field first aid kits are replaced whenever they are used and are monitored weekly by job site foreman utilizing Appendix 16A First Aid Inventory Checklist.

First aid kits include:

Weatherproof Box, Tweezers, Adhesive strips, Triangular bandage, Antiseptic wipes, first aid cream, Burn Cream, Latex gloves, Dressing, Scissors, Abdominal Pad, Eye Wash, and Cold pack

6.6 Document Management

If after reading this program, you find that improvements can be made, please contact the Safety Director. We encourage all suggestions because we are committed to the success of our First Aid Program. We strive for clear understanding, safe behavior, and involvement from every level of the company.

6.7 Personnel

Amsys Energy has the ultimate responsibility for the First Aid Program. They have designated the Safety Director and the Human Resource Director to manage the First Aid Program.