



First Aid Compliance *made easy*

St John Ambulance SA Inc

Presented by Tony Sparham



What is first aid?



First aid is the immediate treatment or care given to a person suffering from an injury or illness until more advanced care is provided or the person recovers.

Why is first aid important?

Providing immediate and effective first aid to workers or others who have been injured or become ill at the workplace may reduce the severity of the injury or illness and promote recovery. In some cases it could mean the difference between life and death.



Key words



Key words that need to be considered when assessing your needs based on the Code of Practice are;

Should – this word is used to indicate a recommended course of action

Must, Requires & Mandatory – these words indicate that a legal requirement exists and must be complied with

May – this word is used to indicate an optional course of action

First aid risk management process



✓ **Step 1 - Identify potential causes of workplace injury and illness**

✓ **Step 2 - Assess the risk of workplace injury and illness**

✓ **Step 3 - What first aid is required?**

✓ **Step 4 - Review first aid to ensure effectiveness**

First Aid **READY** Assessment

Date	
Company Name	
Contact Person	
Position	
Address	
Phone Number	
Email Address	

R

What industry is your business in?		
How many workplace locations do you have?		
How many fleet vehicles do you have?		
List your workplace locations (if more than 2, please add)	Location 1	Location 2
List your location types (eg. office, warehouse, retail outlet)		
Is your workplace Low Risk or High Risk?		
How many floors are in each location?		
How many employees do you have onsite at each location?		
How many customers/visitors do you have daily at each location?		
What is the distance to the nearest hospital/medical centre?		
What are your business hours of operation?		
How many days of operation do you have per week?		
Do you have workplaces that are remote, or where access to emergency services is difficult?		
If yes, how many employees work remotely or isolated per location?		



First Aid **READY** Assessment

E		Location 1	Location 2
How many First Aiders do you have at each location?			
Do you cover your First Aiders when they are absent? (i.e. when they are on annual leave, sick leave, at lunch or offsite)	Yes	No	Do Not Know
Are your First Aiders known and clearly identified?	Yes	No	Do Not Know

A		Location 1	Location 2
How many First Aid kits do you have at each location?			
How often do your kits get serviced?	Yes	No	Do Not Know
Do you have a portable First Aid kit in case of an evacuation?	Yes	No	Do Not Know
Does your workplace have a First Aid room?	Yes	No	Do Not Know
Do your fleet vehicles have current First Aid kits?	Yes	No	Do Not Know
Does your workplace have an Automated External Defibrillator?	Yes	No	Do Not Know
Does your workplace have clear, visible First Aid signage?	Yes	No	Do Not Know

D		Yes	No	Do Not Know
Does your workplace have a First Aid Emergency Response Plan?				
When did your workplace last participate in a First Aid drill?		Yes	No	Do Not Know
Does your workplace have First Aid Action Plan procedures visible and accessible? i.e. DRSABCD		Yes	No	Do Not Know
Is First Aid part of the induction process for new employees or visitors in your workplace?				

NOTES



First Aid **READY** Assessment

Y				
Do you conduct activities outside of normal business hours?		Yes	No	Do Not Know
What known hazards are in your workplace? (e.g. remote location, bites and stings, burns)				
Do your First Aid kits contain the necessary items to suit your workplace hazards? (e.g. add-on packs for Burns, Eyes, Remote locations)		Yes	No	Do Not Know

Are there any additional circumstances unique to your business that you feel St John should take into consideration when providing your First Aid Readiness recommendation?

ASSESSMENT COMPLETED BY: _____ DATE: _____

RECOMMENDATION COMPLETED BY: _____ DATE: _____



Risk Calculator



Consequence

Likelihood

Section 2: SWMS RISK MANAGEMENT - CONSEQUENCE & LIKELIHOOD RISK CALCULATOR

5 x 5 Matrix

Level of Risk		Level Thresholds	CONSEQUENCE	LIKELIHOOD				
				L1 Rare	L2 Unlikely	L3 Possible	L4 Likely	L5 Almost certain
High*	20-25		C5 Catastrophic	11 Medium	16 Medium	20 High	23 High	25 High
			C4 Major	7 Low	12 Medium	17 Medium	21 High	24 High
Medium*	10-19		C3 Moderate	4 Low	8 Low	13 Medium	18 Medium	19 Medium
			C2 Minor	2 Low	5 Low	9 Low	14 Medium	15 Medium
Low*	1-9		C1 Negligible	1 Low	3 Low	6 Low	10 Medium	15 Medium

2.1 CONSEQUENCE & LIKELIHOOD - INJURY / HARM OUTCOMES & FREQUENCY

Score	Rating	Injury / Harm Description	Score	Rating	Probability of occurrence	Frequency of Event
C5	Catastrophic	Major permanent impairment or death	L5	Almost certain	> 75% - 100%	Expected to occur almost all the time
C4	Major	Some permanent impairment	L4	Likely	>50% - 74%	Expected to occur in most circumstances
C3	Moderate	Lost time, full recovery	L3	Possible	>25% - 49%	Likely to occur at some time
C2	Minor	Medical treatment (Hospital / Centre)	L2	Unlikely	>5% - 24%	Could occur at some time
C1	Negligible	First aid	L1	Rare	>0% - 4%	May occur only in exceptional circumstances

1-9 = low Risk

10-19 = Medium Risk

20-25 = High Risk

Risk Calculator



Hazard	How the hazard could cause harm	Likelihood	Consequence	Risk Score	Comments
Forklift	Crush injury	L2 Unlikely	C4 Major	12 Medium	Discuss correct forklift operating procedures at toolbox meeting no's# 1, 13, 25, 37
Chemicals	Burns, Poisoning	L3 Possible	C5 Catastrophic	20 High Risk	Install an eyewash/shower station, restrict access to the area

1-9 = low Risk

10-19 = Medium Risk

20-25 = High Risk

Solutions to fit..



St John understand that not all businesses are the same

- ✓ Customised training solutions
- ✓ Our venue or yours
- ✓ Information sessions
- ✓ E-Learning options

Training options available

- Mental Health First Aid
- Manual Handling
- Remote Area First Aid
- Occupational First Aid



Solutions to fit..



Restocking solutions available

- ✓ We come to you
- ✓ We work with you to customise your self audit restocking forms & ordering process
- ✓ St John can set up regular reminders on when your restock is due

Customised First Aid Equipment Solutions

- Customised first aid rooms
- Trauma packs



Checklist



Risk Assessments



Customised Training



Customised Equipment

How St John helps your community...



First Aid in schools – over 40,000 students taught vital first aid skills that could one day help them save a life

Community Care – over 450 volunteers assisting the elderly to maintain their independence

Youth Development – 29 cadet divisions across the state teaching our youth both first aid and life skills

State Emergencies – 84 healthcare professional's and 1900 volunteers ready to deploy under the state emergency plan

Event Health Services – Using both payed professional's and an army of volunteers we attend over 2,900 events and treat in excess of 19,000 patients per year. This is equivalent to 91,000 + hours of duty and in excess of \$4,700,000 worth of volunteer hours



Life Savers...



Sudden Cardiac Arrest (SCA) is the leading cause of death in Australia.

Defibrillation within the first 2 minutes increases the survival rate by 80%, for every minute that passes that defibrillation does not occur the survival rate decreases by 10%.

St John is committed to ensuring the implementation of public access defibrillators in the community.



SISA Member Offer...



As Australia's leading and most trusted first aid provider, St John can help your workplace determine its first aid needs by conducting a **First Aid Risk Assessment**.

Following the assessment, St John will provide a confidential report giving guidance as to how your workplace can meet its first aid obligations and be prepared for any incident requiring first aid treatment.

St John are offering all SISA members a **FREE** Workplace Risk Assessment valued at \$195.00



**COMPLIMENTARY
WORKPLACE
FIRST AID
ASSESSMENT**