

## **First Aid at Work**

With apologies to those HR professionals that already know about this, I wish to inform members about the revised Health and Safety (First Aid) Regulations 1981 which came into force from 1st October 2009. They apply to all workplaces in Great Britain, including those with less than 5 employees, and to the self employed.

The Approved Code of Practice (ACOP) and guidance sets out the aspects of first aid that employers need to address, offering practical advice on what they need to do and aims to help employers to understand and comply with the Regulations. This second edition provides details of a new training regime for first-aiders in the workplace. It has been revised to give employers greater flexibility in determining their first-aid provision and to recommend annual refresher training for first-aiders to help maintain their skills.

The new type of First Aid Needs Assessment will identify what type of first aid training your first aiders will need, how many first aiders you need and where they should be located. The Management of Health and Safety at Work Regulations 1999 require employers to make an assessment of the risks to health and safety of their employees at work.

### **A First Aid Needs Assessment should consider the following topics:**

- the nature of the work, the hazards and the risks
- the nature of the workforce
- the organisation's history of accidents and illness
- the needs of travelling, remote and lone workers
- work patterns such as shift work
- the distribution of the workforce
- the remoteness of the site from emergency medical services
- employees working on shared or multi-occupied sites
- annual leave and other absences of first aiders
- first-aid provision for non-employees
- the size of the organisation.

### **The nature of the work, the hazards and the risks**

One of the more complicated areas of the new First Aid Needs Assessment is considering 'the nature of the work, the hazards and the risks'. You should consider the risks and identify what possible injuries could occur in order to ensure sufficient first aid provision is available.

### **First-aid provision for non-employees**

The Regulations do not require employers to provide first aid for anyone other than their own employees. However, many organisations such as schools, places of entertainment, fairgrounds and shops provide a service for others and it is strongly recommended that employers include non-employees in their assessment of First Aid Needs and make provision for them.

### **First-aid Personnel**

Following the assessment of need, first aiders should have undertaken training and have a qualification that the Health and Safety Executive (HSE) approves. There are two levels of qualification, the Emergency First Aid at Work (EFAW) or the First Aid at Work (FAW). As an aside, and for those members involved with schools, St John Wales can provide first aid training for young people at school under the banner of Young Life Savers.

### **Summary of New Training Requirements and Recommendations:**

#### **FIRST AID NEEDS ASSESSMENT**

<b>YEAR 0</b>	FAW 18 HOURS	EFAW 6 HOURS
<b>YEAR 1</b>	ANNUAL REFRESHER - 3 HOURS RECOMMENDED	
<b>YEAR 2</b>	ANNUAL REFRESHER - 3 HOURS RECOMMENDED	
<b>YEAR 3</b>	FAW REQUALIFICATION 18 HOURS	EFAW EQUALIFICATION 6 HOURS

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