

# First Aid at work

The Health and Safety (First Aid) Regulations 1981 and associated Approved Code of Practice specify the level of provision of first aid facilities in the work place to serve employees.

Safety point	Why?	What do you do?
<p>All businesses must have an appointed person.</p> <p>Depending on the type and size of your business, you may need to provide a qualified first aider.</p> <p>Adequate training must be provided and update training must be provided every three years for first aiders. Ensure you record the dates of any training in the paperwork section.</p>	<p>An <b>Appointed Person</b> is someone that is responsible for taking control of an emergency i.e. contacting the emergency services and maintaining the first aid box. They are not a first aider. You must ensure that you have an appointed person available at all times. Therefore you may need to appoint more than one person.</p> <p>A <b>First Aider</b> is someone who is able to provide suitable treatment for minor injuries and to prevent injuries getting worse whilst awaiting for medical treatment.</p> <div data-bbox="513 1294 944 1870" data-label="Image"> </div>	<p>Please list who in your workplace is an Appointed Person?</p> <div data-bbox="1034 566 1465 891" data-label="Form"> <input type="text"/> </div> <p>Please list who in your workplace is a qualified First Aider (indicate whether this is a one day emergency first aid course or a full four day course)?</p> <div data-bbox="1034 1115 1465 1489" data-label="Form"> <input type="text"/> </div> <p>How do you make sure all your staff aware of who is the appointed person/first aider?</p> <div data-bbox="1034 1624 1465 2027" data-label="Form"> <input type="text"/> </div>

Safety point	Why?	What do you do?
<p>A suitable box, (colour green with a white cross) shall be conspicuously displayed. First aid boxes must be available in suitable locations where they are kept and which first aiders/appointed persons are on duty.</p>	<p>No medicines or creams must be kept in the first aid box. This is because people can be allergic to different medicines and creams and they must only be administered by medical personnel. If someone wants to use their own medicine then this must be kept for their own use.</p> <p>Minimum contents of a First Aid Box: -</p> <ul style="list-style-type: none"> <li>• Guidance card</li> <li>• 20 Adhesive dressings (individually wrapped) of assorted sizes</li> <li>• 2 sterile eye pads with attachments</li> <li>• 6 individually wrapped triangular bandages</li> <li>• 6 safety pins</li> <li>• 6 medium sized, 2 large and 3 extra large individually wrapped sterile unmedicated wound dressings</li> <li>• Adhesive plaster (4.5cm x 2.5cm)</li> <li>• 1 pair of disposable gloves</li> </ul> <p>A minimum 300ml sterile water container should also be provided where mains water is not available.</p> <p>Please note that the contents may vary according to the needs of the workplace.</p>	<p>Where is your first aid box located?</p> <div data-bbox="1038 282 1465 647" style="border: 1px solid black; height: 163px; width: 267px;"></div> <p>How often do you replenish the box?</p> <div data-bbox="1038 741 1465 1050" style="border: 1px solid black; height: 138px; width: 267px;"></div> <p>Do you check that the box contains the correct contents and that no other medicines or creams have been added?</p> <p>Yes <input type="checkbox"/>                      No <input type="checkbox"/></p>