

First Aid Training

OVERVIEW

University units are to ensure that personnel trained in first aid are available to provide quick and effective first aid to all employees.

RESPONSIBILITIES

Supervisors are responsible for making sure that personnel trained in first aid are available to provide quick and effective first aid to employees.

Unit-Selected First Aid Responders

Departments are to consider the following factors when determining the number of trained employees required to ensure that a first aid responder is always available:

- Workplace locations (e.g., employees in one building, multiple buildings, and/or remote locations)
- Work shifts and schedules
- Number of employees in the unit and at different workplace locations
- Primary duties of the employees (e.g., administrative, industrial, laboratory, construction, or agricultural)
- Type of hazards to which employees may be exposed
- Employee leave schedules

Additional Responders

In addition to unit-selected first aid responders, University administration recommends that the following individuals receive first aid training:

- Supervisors
- Lead personnel
- Individuals responsible for student field trips

Employees Working Alone

Employees working alone are to have access to and be trained in how to access adequate first-aid services. Such employees are to be:

- First-aid trained to self-treat injuries and/or occupational illnesses; *or*
- Able to call an on-site first-aid trained co-worker; *or*
- Able to call 911.

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Supervisors of Employees Working Alone

Supervisors of employees working alone are to have more than one person do the work or contact Environmental Health and Safety (EH&S) if such employees may be exposed to either of the following:

- Hazards that cannot be adequately controlled by one person.
- Hazards that could potentially result in severe injuries or occupational illnesses affecting the employees' ability to access adequate first-aid services (see above).

Environmental Health & Safety and the supervisor conduct a risk assessment and develop procedures to assure adequate first-aid services are available.

BLOODBORNE PATHOGENS

Units requiring employees to provide first aid, as stated in the employees' position descriptions, are to implement Bloodborne Pathogens Exposure Control Plans. See *SPPM 2.44*.

Contact EH&S for assistance with developing and implementing a Bloodborne Pathogens Exposure Control Plan.

FIRST AID TRAINING COURSES

Following are a number of first aid training options:

- EH&S offers first aid, cardiopulmonary resuscitation (CPR), and automated external defibrillator (AED) certification and review classes at WSU Pullman. See the Training Courses area of the EH&S Training website at:

ehs.wsu.edu/training/

- University Recreation offers first aid, CPR, and AED certification and review classes at WSU Pullman. Several classes are offered each semester. See the University Recreation website for class dates and information at:

urec.wsu.edu/

- A unit may elect to have an employee become a certified first aid trainer. The trained person provides first aid training for her or his unit.

The following organizations provide training for first aid instructors:

American Heart Association
American Red Cross
Medic First Aid

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FIRST AID TRAINING COURSES (cont.)

- For other WSU locations, area fire departments offer first aid, CPR, and AED training.
- Health and Wellness Services offers first aid, CPR, and AED training for American Heart Association certification to students entering health care professions and health care professionals.

ASSISTANCE

For assistance, contact:

- Environmental Health & Safety; telephone 509-335-3041
- University Recreation; telephone 509-335-8732
- Health and Wellness Services; telephone 509-335-9355