



Fact Sheet 1 FIRST AIDER

AUGUST 2023

LAW

First-aid Minimum Standards Regulation (CQLR, c. A-3.001, r. 10).

MINIMUM NUMBER OF FIRST AIDERS PER SHIFT

Under **Section 3** of the Regulation, the employer of an establishment must make sure that the required number of first aiders is present at all times during working hours.

WORKPLACE	NUMBER OF WORKERS	NUMBER OF FIRST AIDERS REQUIRED
Establishment	50 or fewer	1 first aider
Construction site	10 to 50	1 first aider
Establishment or construction site	51 et 150	2 first aiders
	151 or more	Add 1 first aider for each group or partial group of 100 workers

Employers may, at their own expense, train more first aiders than the number required by the Regulation. They should decide how many first aiders to train based on the response time, which varies depending on factors such as the layout of the facility, the number of floors, physical obstacles to getting to the injured, the number of departments, and the distance that must be travelled.

SELECTING A FIRST AIDER

Recommended criteria for selecting a first aider:

- Genuine interest and motivation
- Good health, both physically and psychologically, and ability to manage high stress
- Role allows rapid response
- Experience working in first aid (a plus)
- Well-developed sense of responsibility
- Ability to read and write
- Demonstrated interest in and regular review of the first aid manual

FIRST AID IN THE WORKPLACE TRAINING



Employers must:

- Select an organization in their region from the provincial list of first aid training organizations available on the CNESST (*Commission des normes, de l'équité, de la santé et de la sécurité du travail*) website
- Contact the selected organization to register the person(s) for training
- Release any designated person from duty so they can follow the training
- Pay any person designated for training, since they are considered to be on the job during the training
- Select additional training as needed (e.g., anaphylaxis, immobilization, etc.)

Workplace first aid certification

To be certified in workplace first aid, the designated person must:

- Complete the entire training course (16 hours)
- Pass the learning assessment

The certificate is valid for 3 years.

It is essential that first aiders be trained and **keep their knowledge up to date.**

ROLE OF FIRST AIDERS

PREVENTION	RESPONSE
<ul style="list-style-type: none"> • They must: • Know where the first aid equipment is located, how to use it, and what communication methods to use. • They should: • Help assess risks in the work environment. • Check the contents of the first aid kit, replace used or expired equipment, and know how to use the equipment. • Inform the health and safety committee OR the health and safety representatives (of the employer or workers) of any health or safety situation. • Read the First Aid section of the Safety Data Sheets (SDS) of the products in the facility. 	<ul style="list-style-type: none"> • Take any immediate actions needed to save the victim's life. • Stop the victim's injuries from worsening while also seeking to make them less serious. • Comfort the victim. • Provide the necessary information to prehospital emergency services (e.g., information about their response, safety data sheets, victim identification, accident conditions, etc.). • Record the incident in the first aid register (see Fact Sheet #4: <i>Register of Accidents, Incidents, and First Aid</i>).

Mobile app



First aiders are among the first responders in an emergency.

Their role is part of the prehospital chain of care and is outlined in the workplace first aid reference manual, *Secourisme en milieu de travail*.

The first aider's response is crucial.

To maintain their skills between training sessions, first aiders may refer to:

- *Secourisme en milieu de travail* reference manual
- CNESST's *Secourisme en milieu de travail* mobile app, available for download from mobile app stores
- *Practical Guide for First Aiders in the Workplace – Intervention Protocols*

FIRST AIDER IDENTIFICATION



Section 14 of the Regulation requires that the work location, job, and first and last name of the first aider(s) working in the establishment be posted in a conspicuous place accessible to all workers. **This information must be kept up to date.**

On construction sites, first aiders must wear safety hats marked with a first aid cross.

Stickers can be ordered on the CNESST website.

* **Note:** The latex adhesive used does not damage the helmet's protective coating.

GRANTS

CNESST site



CNESST's First Aid in the Workplace Program subsidizes 5% of the total number of workers in a facility.

The 5% maximum may be exceeded in sectors where the main economic activity is:

- Mines (excluding quarries): 20% max
- Construction: 10% max

For more information, see the CNESST website.

SOURCES:

COMMISSION DES NORMES, DE L'ÉQUITÉ, DE LA SANTÉ ET DE LA SÉCURITÉ DU TRAVAIL. « *Registre d'accidents, d'incidents et de premiers secours* », online:

<https://www.cnesst.gouv.qc.ca/fr/prevention-securite/secourisme-en-milieu-travail/registre-daccidents-dincidents-premiers-secours>

Québec, Act respecting Industrial Accidents and Occupational Diseases, chapter A-3.001, updated to October 5, 2021, art 190, 191, 458, 459, [Québec], Québec Official Publisher, 2022

QUÉBEC. *First-aid Minimum Standards Regulation, Chapter A-3.001, r. 10, updated April 1, 2021*, [Québec], Québec Official Publisher, c2021, 21 pp., also available online:

<http://legisquebec.gouv.qc.ca/en/pdf/cr/A-3.001, R. 10.pdf>

STANDARDS COUNCIL OF CANADA. *First aid kits for the workplace*, CSA Standard No. Z1220-17 (effective March 17, 2021), online: <https://www.scc.ca/en/standardsdb/standards/29252>

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