

What to do if Someone is Injured

Objective: to provide employees with guidelines to follow in case of injury.

Lesson: *The first rule of first aid is that if you don't know how to give it, don't try to. You may do more harm than good. In the case of an injury, sometimes knowing what NOT to do is just as important as knowing what to do.*

For instance, don't try to move an injured person unless you are sure that moving him will not worsen the injury. Improper moving can increase the severity of an injury, in the case of a fracture or broken bone it's usually best to let the victim lie where he is until competent help arrives.

If you are on the scene of a serious accident and there is no first aid at the scene, use the following steps to take control of the situation until qualified help arrives.

1. In all cases requiring emergency medical treatment, immediately call, or have a co-worker call, to request emergency medical assistance.
2. Don't move the victim unless absolutely necessary.
3. Keep the victim on his back or side.
4. Restore breathing.
5. Stop bleeding.
6. Treat for shock.

An emergency on the job site:

Give first aid/attend to the emergency first.

Let the client know about the injury as soon as possible and request any help needed.

Smaller injuries are more common on the job site – nicks, cuts and scratches. The tendency is to ignore these minor injuries, but left untreated, they can develop into serious infections. Even if a trip to the doctor is not necessary, an employee injury statement report should be completed.

Employees should know where all first aid kits and eye wash stations are located in the shop. All company vehicles must be equipped with a fully stocked safety kit and fire extinguisher.

Show employees locations of first aid kits, eye wash stations, fire extinguishers, as well as list of emergency contacts in shop and vehicles.

- *Employees should know where all first aid kits and eye wash stations are located in the shop. All company vehicles must be equipped with a fully stocked safety kit and fire extinguisher.*

- *Identify all staff who are trained in first aid, so employees know who to turn to in case of an accident/emergency.*

