

# Workplace Health and Safety Bulletin



## First Aid in the Workplace: Trade, Investment and Labour Mobility Agreement & Agreement on Internal Trade

### Introduction

Provincial and territorial governments across Canada have taken steps to enable labour mobility across jurisdictions within Canada as well as across the globe. Two specific agreements have been signed by public officials for implementation on April 1, 2009. The Agreement on Internal Trade (AIT) was signed by Ministers of Labour across Canada, and the British Columbia (BC)-Alberta (AB) Trade, Investment and Labour Mobility Agreement (TILMA) was signed by the Premiers of BC and AB.

Joint work has been done by policy staff in BC, AB, Saskatchewan (SK), Manitoba (MB) and the Yukon (YT) to comply with AIT and TILMA in the area of workplace first aid training standards. These western jurisdictions have agreed to minimum standards for three levels of workplace first aid training. This document includes

1. the agreed-to minimum workplace first aid training standards in the section Cross-jurisdiction Workplace First Aid Minimum Training Standards. It is recognized that each jurisdiction may add content to these lists, but any added content would not necessarily be required elsewhere.



2. a chart outlining certification levels for each jurisdiction. The chart Cross-jurisdiction Workplace First Aid Certification Levels provides an overview of the first aid certifications required at different levels among the jurisdictions who participated in the joint work.
3. reference to the legal requirements for workplace first aid that must be included in approved first aid training courses. See the section First Aid in the Workplace: Legal Requirements for Alberta.

## What does this mean for employers and workplace first aiders?

Those affected are employers and workplace first aiders who work in more than one province or territory. This applies to a worker who has workplace first aid certification from an approved agency in one jurisdiction and moves to another jurisdiction within the time period in which the certification is still valid. In contrast, this does not apply to workers who do not move or work in more than one province or territory.

A worker's first aid certification, if approved in one jurisdiction is automatically recognized in the new jurisdiction *as long as* the workplace first aider is competent in applying the jurisdiction-specific legal requirements in first aid for the "new" jurisdiction. See the section First Aid in the Workplace: Legal Requirements in Alberta for the information that is needed as an add-on to the approved certification.

Both the workplace first aider who moves and the employer in the jurisdiction where the worker is moving to, have responsibilities. Workers, as first aiders, are responsible for learning this material and being competent in applying the legal requirements for workplace first aid. Employers are responsible to ensure workers are competent in knowing and applying the pertinent legal requirements that apply to workplace first aid.

Workers or employers who are looking to verify whether a particular first aid certificate is approved need to check

- a. Approved agencies and courses for the jurisdiction in which the certificate was obtained, and
- b. the date on the certificate to ensure it is still current.

*Example:*

A worker obtains an OFA 3 first aid certification from ABCDE First Aid Training in BC and after a period of time, moves to a work site in AB. The AB employer is wondering whether the certificate is acceptable training under Alberta Occupational Health and Safety laws. First, the employer needs to check on BC's website (click on the link below) to make sure that the worker's certificate is valid and approved in BC. Let's say the employer finds this training company and the "OFA 3" certificate on BC's website as approved. Next, the employer needs to check the certificate date. If the certification was taken within two years, it would be still valid. The worker would then need to become competent in applying the workplace first aid legal requirements for Alberta. If two years had gone by with no renewal, then the first aid certification would have expired. The worker would have to take an approved course by a training agency listed on the Alberta website (click the link below). The new training would include workplace first aid legal requirements.

Links to the different jurisdictions' approved training are as follows.

**British Columbia:**



[http://www2.worksafebc.com/PDFs/FirstAid/FirstAid\\_training\\_providers.pdf](http://www2.worksafebc.com/PDFs/FirstAid/FirstAid_training_providers.pdf)

**Alberta:**



[http://employment.alberta.ca/documents/WH/WH-EP\\_firstaid\\_courses.pdf](http://employment.alberta.ca/documents/WH/WH-EP_firstaid_courses.pdf)

**Saskatchewan:** not yet available

**Manitoba:** not yet available

**Yukon Territories:** not yet available


## What does this mean for training agencies that teach workplace first aiders?

From a government perspective, there are two major implications for approved workplace first aid training agencies.

1. Agencies that are (or seek to be) approved will need to ensure that the minimum agreed-to first aid training standards are incorporated into their approved course(s).

2. Alberta approved agencies need to continue to teach Alberta's legal requirements that apply to workplace first aiders. It is expected that approved agencies ensure that the first aiders they train are competent in all the Quality Management Plan requirements.

Note: Agencies that are not approved in any jurisdiction and want to be approved in Alberta must apply and meet the requirements in the document:

 [http://employment.alberta.ca/documents/WHS/WHS-PUB\\_fa010.pdf](http://employment.alberta.ca/documents/WHS/WHS-PUB_fa010.pdf)  
Quality Management Plan Requirements for First Aid Training in  
Alberta Workplaces (FA010)

## Cross-jurisdictional Workplace First Aid Minimum Training Standards

The following information lists first aid competencies for workplace first aid that have been agreed upon by five western Canadian jurisdictions. Three levels of first aid training are included: emergency, standard and advanced. While not every jurisdiction has these three specific levels of first aid required in their workplace health and safety legislation, these three levels form the minimum content for training standards that are acceptable to all the above jurisdictions, should a worker have certification from any jurisdiction.

### Emergency First Aid

A student certified to the level of Emergency First Aid must demonstrate knowledge and ability and be competent in the following.

- Legal requirements that relate to workplace first aiders in the jurisdiction in which the first aider is providing first aid
- Principles of safety when providing first aid, including routine precautions to prevent disease transmission
- Principles of emergency scene management
- Scene survey using principles of safety
- Primary survey of casualties
- Ongoing casualty care until transfer to medical aid
- Shock
- Unconsciousness
- Breathing emergencies – adult casualty
- Breathing emergencies for suspected head/spinal injuries
- Choking emergencies

- Wound care, including the following
  - Wound management
  - Control of bleeding
  - Thermal injuries
  - Chemical burns
  - Eye injuries
  - Amputations
- Internal bleeding
- Risk factors of cardiovascular disease
- Cardiovascular emergencies
- Angina and heart attack
- Cardiac arrest
- Stroke
- One-rescuer, adult CPR
- Benefits of automated external defibrillators

## Standard First Aid

A student certified to the level of Standard First Aid must demonstrate knowledge and ability in the following.






- All topics in the Emergency First Aid level
- Principles of secondary survey
- History of casualty
- Check consciousness, breathing rate & rhythm and skin colour & dampness
- Head-to-toe examination for secondary injuries
- First aid for non-life-threatening conditions
- Bone and joint injuries of upper and lower extremities and muscle strains
- Head/spinal injuries
- Bleeding from scalp and ears
- Pelvic injuries
- Frostbite
- Diabetic emergencies
- Seizures
- Asthmatic emergencies
- Allergic reactions
- Heat related conditions including heat cramps, heat exhaustion and heat stroke
- Cold related conditions including hypothermia

## Advanced First Aid

A student certified to the level of Advanced First Aid must demonstrate knowledge and ability in the following.


- All topics in the Standard First Aid level
- Triage – multiple casualty management
- Rescue and transportation
- Emergency childbirth and miscarriage
- Two-rescuer, adult CPR
- Oxygen administration
- Automated external defibrillators
- Advanced splinting
- Advanced head and spinal injury care


## Cross-jurisdictional Workplace First Aid Certification Levels


First Aid Level	<b>BC</b> 	<b>AB</b> 	<b>SK</b> 	<b>MB</b> 	<b>YT</b> 
Emergency First Aid	OFA Level 1	Emergency First Aid	No equivalent	First Aider 1	<u>Emergency First Aid</u>
Standard First Aid	No equivalent	Standard First Aid	Class A Attendant	First Aider 2	Standard First Aid
OFA Level 2	OFA Level 2 36 hours	No equivalent Acceptable to Standard First Aid	No equivalent Acceptable to Class A Attendant	No equivalent Acceptable to First Aider 2	No equivalent Acceptable to Standard First Aid
Advanced First Aid	OFA Level 3	Advanced First Aid	Class B Attendant	First Aider 3	Advanced First Aid


## First Aid in the Workplace: Legal Requirements in Alberta


The following documents provide information on the legal requirements of first aid for Alberta workplaces and are required content for Alberta approved first aid courses.

 [http://employment.alberta.ca/documents/WHS/WHS-PUB\\_fa009.pdf](http://employment.alberta.ca/documents/WHS/WHS-PUB_fa009.pdf)  
First Aid Records (FA009)

 [http://employment.alberta.ca/documents/WHS/WHS-PUB\\_fa011.pdf](http://employment.alberta.ca/documents/WHS/WHS-PUB_fa011.pdf)  
Workplace First Aiders and Legal Requirements (FA011)

 [http://employment.alberta.ca/documents/WHS/WHS-PUB\\_fa012.pdf](http://employment.alberta.ca/documents/WHS/WHS-PUB_fa012.pdf)  
Developing a First Aid Plan (FA012)

 [http://employment.alberta.ca/documents/WHS/WHS-PUB\\_fa014.pdf](http://employment.alberta.ca/documents/WHS/WHS-PUB_fa014.pdf)  
Medication in First Aid Kits (FA014)


 [http://employment.alberta.ca/documents/WHS/WHS-PUB\\_fa015.pdf](http://employment.alberta.ca/documents/WHS/WHS-PUB_fa015.pdf)  
Automated External Defibrillators in the Workplace (FA015)




## Contact us:

---

### Province-Wide Contact Centre

 Edmonton & surrounding area:  
780-415-8690

 Throughout Alberta:  
1-866-415-8690



Deaf or hearing impaired

- In Edmonton: **780-427-9999**

or

- **1-800-232-7215**  
throughout Alberta

### Web Site



[www.worksafely.org](http://www.worksafely.org)

## Getting copies of OHS Act, Regulation & Code:

---

### Queen's Printer



[www.qp.gov.ab.ca](http://www.qp.gov.ab.ca)



Edmonton 780-427-4952

### Workplace Health and Safety



<http://employment.alberta.ca/whs-ohs>

Call any Government of Alberta office toll-free  
Dial 310-0000, then the area code and telephone number you want to reach

© 2008-2009, Government of Alberta, Employment and Immigration

This material may be used, reproduced, stored or transmitted for non-commercial purposes. The source of this material must be acknowledged when publishing or issuing it to others. This material is not to be used, reproduced, stored or transmitted for commercial purposes without written permission from the Government of Alberta, Employment and Immigration. This material is to be used for information purposes only no warranty express or implied is given as to the accuracy or the timeliness of the material presented. In case of any inconsistency between this document and the Occupational Health and Safety Legislation, the legislation will always prevail.