



## Occupational First Aid Regulations

This document can be used to identify the first aid requirements of BCCF projects.

For full policies and regulations, see: <https://www.worksafebc.com/en/law-policy/occupational-health-safety/searchable-ohs-regulation/ohs-regulation/part-03-rights-and-responsibilities#SectionNumber:3.14>

### WorkSafeBC's Required Levels of First Aid

Each BCCF project must be evaluated to determine the nature and extent of the risks and hazards in the workplace, how long it takes to transport an injured worker to a hospital and the number of workers per shift. First Aid requirements should then be established using [Schedule 3-A Minimum Levels of First Aid](#). Schedule 3-A has been summarized for small groups of workers in tables 1-3.

The definition of "hospital" for the purpose of the assessment is "a hospital or diagnostic and treatment centre that has an emergency department or resuscitation area and a physician on duty, or immediately available on call, during the hours when workers might need these services."

**Table 1:** This table applies to a workplace that an employer determines under section 3.16 (2)(b) of the Regulation creates a low risk of injury.

| LOW RISK WORK  | Number of workers per shift | Supplies, equipment, and facility   | Level of first aid certificate for attendant | Transportation |
|--|-----------------------------|-------------------------------------|--|----------------|
| >20 minutes surface travel time from a hospital        | 1                           | Personal first aid kit              |  |                |
|  | 2-5                         | Basic first aid kit                 |  |                |
|  | <b><u>6-30</u></b>          | <b><u>Level 1 first aid kit</u></b> | <b><u>Level 1 certificate</u></b>            |                |
| 20 minutes or less surface travel time from a hospital | 1                           |                                     |  |                |
|  | 2-10                        | Basic first aid kit                 |  |                |
|  | <b><u>11-50</u></b>         | <b><u>Level 1 first aid kit</u></b> | <b><u>Level 1 certificate</u></b>            | -              |



For work that is deemed to be low-risk, a Level 1 First Aid Attendant will be required when there are 6-30 workers located more than 20 minutes surface travel time from a hospital, or 11-50 workers located 20 minutes or less surface travel time from a hospital.

**Table 2:** This table applies to a workplace that an employer determines under section 3.16 (2)(b) of the Regulation creates a moderate risk of injury.

| <b>MODERATE RISK WORK</b>                                     | <b>Number of workers per shift</b> | <b>Supplies, equipment, and facility</b>    | <b>Level of first aid certificate for attendant</b>        | <b>Transportation</b> |
|---|------------------------------------|---|--|-----------------------|
| <b>&gt;20 minutes surface travel time from a hospital</b>     | 1                                  | Personal first aid kit                      |  |                       |
|   | <u>2-5</u>                         | <u>Level 1 first aid kit</u>                | <u>Level 1 certificate</u>                                 |                       |
|   | <u>6-15</u>                        | <u>Level 1 first aid kit, ETV equipment</u> | <u>Level 1 certificate with Transportation Endorsement</u> |                       |
| <b>20 minutes or less surface travel time from a hospital</b> | 1                                  | Personal first aid kit                      |  |                       |
|   | 2-5                                | Basic first aid kit                         |  |                       |
|   | <u>6-25</u>                        | <u>Level 1 first aid kit</u>                | <u>Level 1 certificate</u>                                 |                       |

For work that is deemed to have a moderate level of risk, a Level 1 First Aid Attendant will be required when there are 2-5 workers located more than 20 minutes surface travel time from a hospital, or 6-25 workers located 20 minutes or less surface travel time from a hospital.

If there are 6-15 workers located more than 20 minutes surface travel time from a hospital, the First Aid Attendant must have an OFA Level 1 certificate with Transportation Endorsement and ETV Equipment available.

**Note: Most BCCF fieldwork projects have a moderate level of risk.**



**Table 3:** This table applies to a workplace that an employer determines under section 3.16 (2)(b) of the Regulation creates a high risk of injury.

| <b>HIGH RISK WORK</b>   | <b>Number of workers per shift</b> | <b>Supplies, equipment, and facility</b>       | <b>Level of first aid certificate for attendant</b>        | <b>Transportation</b>                         |
|---|------------------------------------|--|--|---|
| <b>More than 20 minutes surface travel time from a hospital</b> | 1                                  | Personal first aid kit                         |  |   |
|   | <u>2-5</u>                         | <u>Level 1 first aid kit</u>                   | <u>Level 1 certificate</u>                                 |   |
|   | 6-10                               | <u>Level 1 first aid kit, ETV equipment</u>    | <u>Level 1 certificate with Transportation Endorsement</u> | <u>ETV (Emergency Transportation Vehicle)</u> |
| <b>20 minutes or less surface travel time from a hospital</b>   | 1                                  | Personal first aid kit                         |  |   |
|   | <u>2-15</u>                        | <u>Level 1 first aid kit</u>                   | <u>Level 1 certificate</u>                                 |   |
|   | 16-30                              | <u>Level 2 first aid kit, Dressing Station</u> | <u>Level 2 certificate</u>                                 |   |

For work that is deemed to have a high level of risk, a Level 1 First Aid Attendant is required when there are 2-5 workers located more than 20 minutes surface travel time from a hospital, or 2-15 workers located 20 minutes or less surface travel time from a hospital.

If there are 6-10 workers located more than 20 minutes surface travel time from a hospital, the First Aid Attendant must have an OFA Level 1 certificate with Transportation Endorsement, ETV Equipment and an ETV available.

If there are 16-30 workers located 20 minutes or less surface travel time from a hospital, the First Aid Attendant must have an OFA Level 2 certificate, a Level 2 first aid kit and a dressing station available.

## First Aid Attendants

First aid attendants must have a certificate that is recognized by WorkSafeBC. There are three levels of occupational first aid (OFA) and one OFA certificate endorsement.

**OFA Level 1** - Basic level first aid training and certification



**OFA Level 2** - Intermediate level first aid training and certification

**OFA Level 3** - Advanced level of first aid training and certification

**OFA Transportation Endorsement** - Training required for transportation of injured workers

Please see the [List of First Aid Certificates Accepted in BC](#) and the [List of WorkSafeBC-Approved Occupational First Aid Training Providers](#).

### **Out-of-Province Certificates**

If a worker has a valid first aid certificate that was issued in Canada but outside of BC, they will need to be issued an Out-of-Province certificate that WorkSafeBC will recognize. To do this, they must:

- Register at a first aid training agency in B.C. that is approved by WorkSafeBC. They will need a photo ID and the first aid certificate earned outside of B.C.
- Complete an application form and the applicable [jurisprudence package](#).
- Review B.C.'s health and safety regulations.

A fee may be charged by the authorized first aid training agency for processing the application.

### **Short-term extensions of Occupational First Aid Certificates**

Due to the COVID-19 outbreak, WorkSafeBC has extended first aid certificates with expiry dates between March 1, 2020, and August 31, 2020. These certificates will now be accepted in the workplace for 180 days beyond their original expiry date. Certificates will not be reprinted, and no further action is needed from first aid attendants or employers to qualify for an extension.

**NOTE:** All First Aid Attendants must read the [OFAA Protocols during the COVID-19 Pandemic](#) document.

## **Using a Boat for Work**

Transport Canada has additional first aid regulations for employees who work on boats. For full policies and regulations, please see <https://tc.canada.ca/en/marine-transportation/marine-safety/chapter-4#ftn5>.

If the boat is travelling in sheltered waters (on a lake or river above tidal waters, where the vessel can never be more than 1 nautical mile from shore), or on a Near Coastal Voyage, Class 2 (The vessel is



within 25 nautical miles from a shore in coastal waters), at least one member of the crew must have a **Marine Basic First Aid Certification** or a **provincially recognized, 16-hour first aid certification**.

**List of 16-hour first aid certifications accepted by WorkSafeBC as equivalent to the Occupational Level**

**1 course:**

- **St John Ambulance – Standard First Aid for Industry**  
<https://www.sja.ca/English/Courses-and-Training/Pages/Course%20Descriptions/Workplace-Courses.aspx>
- **Lifesaving Society - Standard First Aid with CPR C/AED**  
<https://www.lifesaving.bc.ca/courses/first-aid/standard-first-aid-with-cpr-c-aed>
- **Canadian Red Cross - Standard First Aid & CPR/AED Level C**  
<https://www.redcross.ca/training-and-certification/course-descriptions/workplace-and-corporate-first-aid-courses/standard-first-aid-cpr>
- **Canadian Red Cross - Marine Basic First Aid**  
<https://www.redcross.ca/training-and-certification/course-descriptions/workplace-and-corporate-first-aid-courses/marine-basic-first-aid>

If the boat is going further than 25 nautical miles from shore, an **Advanced Marine First Aid Certification** is required.

### **First Aid Kits and Supplies**

Once the level of first aid has been determined, adequate first aid supplies must be provided. See:

[First Aid Kits: Recommended Contents](#)

[First Aid Facilities: Recommended Criteria](#)

[Emergency Vehicles and Equipment](#)

[BCCF Small Vessel Requirements](#)