A. Background and Definitions

First Aid Response (Reg. 1101 of the Occupational Health and Safety Act): First Aid includes, but is not limited to: cleaning minor cuts, scrapes or scratches, treating a minor burn, applying bandages and/or dressings, cold compress, cold packs, ice bags, splint, changing a bandage or a dressing after a follow-up observation visit and any follow up for observation purposes.

Regulation 1101: Regulation 1101 states: Every employer employing 200 or more workers in any one shift at a place of employment shall provide and maintain a first aid room.

B. Purpose

Niagara College is committed to providing a safe and healthy work environment and will ensure compliance with the measures and procedures prescribed by the Occupational Health and Safety Act (Act), its regulations, and other relevant legislation concerning health and safety.

The purpose of this practice is to ensure compliance with Regulation 1101 of the Act and outline the procedures for on-campus first aid and emergency response that:

a) establishes the College’s expectations regarding First Aid and Emergency Medical Response;

b) establishes the difference between First Aid and Medical Emergency Response; and

c) establishes the individuals who are first responders in providing on-campus First Aid and Medical Emergency Response.

C. Practice Statements

1. Niagara College First Responders will be the on-duty security guards.

2. Niagara College will comply with the requirements of Regulation 1101 (first aid requirements) in both medical emergency and non-emergency situations. First Responders include Campus Security and the College Nurse as follows.
Emergency Medical Response and First Aid

3. When a person has difficulty breathing, is complaining of chest pains, is bleeding, has broken bones, is convulsing, is unresponsive or showing signs of anaphylaxis both Campus Security and, if available, the College Nurse will respond by attending the scene.

4. Signage indicating the Steps in Emergency Response is posted at all campus locations and includes the following directions:
   - Call 911 – Then Campus Security at ext. 4444 (Niagara-on-the-Lake campus) or ext. 6666 (Welland campus).
   - Remain Calm – provide comfort to the sick or injured person.
   - Provide First Aid if you have certification.
   - Follow direction from Emergency personnel and Campus Security.

Non-Emergency First Aid Response

5. When First Aid treatment is required in a non-emergency situation (a situation where the individual is ambulatory and not experiencing any of the symptoms described above), individuals should report to/attend the Health Services Office or contact Campus Security.
   - Niagara on the Lake Campus Security, extension 4444 (24 hours)
   - Welland Campus Security, extension 6666 (24 hours)

D. Related Documents and Links

Emergency Preparedness