



**FASTAID**   
First Aid...for life



*Practical guide to workplace  
first aid kit requirements*

**FASTAID+**  
First Aid...for life



*Our reason for being.*

## **FastAid Mission Statement.**

*“We are committed to  
making first aid  
fast & easy!”*

**Workplaces and households are not prepared** – a staggering statistic. That's why we're passionate about making first aid fast and easy for everybody!

**87%**

OF AUSTRALIAN  
BUSINESSES ARE  
**NOT PREPARED**

<http://stjohn.org.au/newsroom/2013/10/07/failing-first-aid/>

**45%**

OF AUSTRALIAN  
HOUSEHOLDS DO  
NOT HAVE A  
**FIRST AID KIT**

Sourced from Australian Bureau of Statistics Website

# Who's responsible for suitable workplace first aid equipment?

## Who's responsible?



*“A **person conducting a business or undertaking** [PCBU] has the primary duty under the WHS Act to ensure, so far as is reasonably practicable, that workers and other persons are not exposed to health and safety risks arising from the business or undertaking.”*

*Source: FIRST AID IN THE WORKPLACE Code of Practice March 2015, SafeWork Australia*

### ➤ **KEY POINTS**

*A **person conducting a business or undertaking** [PCBU] is generally a business owner or company director, and is responsible for proper first aid provisions.*

## What is 'WHS'?

The 'Work Health & Safety Act' (WHS) is the agreed harmonisation of each state and territory's OHS legislation to develop a new national code of practice by Safe Work Australia.

## Is 'WHS' good for me?

Yes, WHS simplifies 8 old regulations into 1 new national code of practice. This overcomes confusion and entitles all Australian workers to the same work health and safety standards regardless of where they work.

## Who regulates and enforces the new 'WHS' laws?

Safe Work Australia does not regulate compliance and enforcement of the 'WHS' code of practice. It is conducted by each state or territory's body such as WorkCover, WorkSafe or SafeWork etc.

## Have all states and territories implemented the 'WHS' first aid code?

Yes all apart from WA and VIC. Both are committed to or support the principle of national harmonisation. FastAid manufactures first aid kits to cover the existing VIC and WA regulations as well as the new WHS code.

## What does 'WHS' mean for me?

Essentially, the WHS change means you are or will soon be required to replace or update your current first aid kits.

### ➤ KEY POINTS

*WHS is a nation-wide code of practice, implemented by each state. Ask your customers, 'Are you WHS compliant?'*

Download the Code of Practice at  
<http://www.safeworkaustralia.gov.au/sites/SWA/about/Publications/Documents/693/first-aid-in-workplace.pdf>





# How to determine first aid requirements for a workplace.

## 1. Number of Persons

Maximum total number of persons in the work area at any one time.

## 2. Other Risks

Burns Injuries  
Eye Injuries  
Outdoor Work

## 3. Work Areas

Number of levels/storeys  
Different buildings  
Work vehicles

### Distances between first aid kits

*"A large workplace may require first aid to be available in more than one location if:*

- *work is being carried out a long distance from emergency services*
- *small numbers of workers are dispersed over a wide area*
- *access to a part of the workplace is difficult*
- *...*"

- First aid kit/s required on each level/storey
  - First aid kit/s required in each separate building on a work site
- First aid kit required in each work vehicle



# The FastAid R-Series... It's Easy!

## R-SERIES Risk Rated First Aid Kits

### Simplified Overview

<b>Compact</b>	<b>R1</b>	<b>R2</b>	<b>R3</b>	<b>R4</b>
PERSONAL	VEHICLE	WORKPLACE	WORKPLACE PRO	WORKPLACE MEDIC
Non-Regulation 1 Person	Low Risk 1 - 10 Person	Low Risk 1 - 25 Person	Low Risk 1 - 50 Person	Low Risk 1 - 50 Person
		High Risk 1 - 25 Person	High Risk 1 - 25 Person	High Risk 1 - 50 Person
See page 6	See page 10	See page 16	See page 26	See page 32

*Refer to page 5 of the FastAid 2013-2014 Products Guide for a full-scale version of the R-Series matrix.*

**LOW RISK** workplace means a workplace where workers are not exposed to hazards that could result in serious injury or illness such as **offices, shops or libraries**. Potential work-related injuries and illnesses requiring first aid would be minor in nature.

**HIGH RISK** workplace means a workplace where workers are exposed to hazards that could result in serious injury or illness and would require first aid. Examples of workplaces that may be considered high risk are: mobile plant, manufacturing plants, construction, mining, trades, warehousing and food manufacturing.



## Eye wash and shower equipment



*“Eye wash and shower equipment may be permanently fixed or portable, depending on the workplace. Eye wash equipment should be provided where there is a risk of hazardous chemicals or infectious substances causing eye injuries.*

*Source: FIRST AID IN THE WORKPLACE Code of Practice March 2015, SafeWork Australia*

## First aid for chemicals



Solutions such as ‘Diphoterine’ may serve as suitable first aid where chemicals are being used. Please speak to a FastAid product specialist to discuss your exact needs.





## Who should perform the restock?

*“...usually a first aider...”*

*Source: FIRST AID IN THE WORKPLACE Code of Practice March 2015, SafeWork Australia*

## How often?

*“after each use or, if the kit is not used, at least once every 12 months”*

*Source: FIRST AID IN THE WORKPLACE Code of Practice March 2015, SafeWork Australia*

## What do I check for?

*“ensure that items are in good working order, have not deteriorated and are within their expiry dates and that sterile products are sealed and have not been tampered with.”*

*Source: FIRST AID IN THE WORKPLACE Code of Practice March 2015, SafeWork Australia*

*“...an inventory list in the kit should be signed and dated after each check ...”*

*Source: FIRST AID IN THE WORKPLACE Code of Practice March 2015, SafeWork Australia*

## What first aid signage is required?

*“Displaying well-recognised, standardised first aid signs will assist in easily locating first aid equipment and facilities. Further information on the design and use of signs is available in AS 1319 - Safety Signs for the Occupational Environment.”* Source:

*FIRST AID IN THE WORKPLACE Code of Practice March 2015, SafeWork Australia*



## First aid signage for vehicles

FastAid recommends small adhesive signage for the external of vehicles to assist in easily locating first aid equipment and facilities.





## When does a site require a first aid room?



*“A first aid room should be established at the workplace if a risk assessment indicates that it would be difficult to administer appropriate first aid unless a first aid room is provided.”*

*“A first aid room is recommended for:*

- Low risk workplaces with 200 workers or more*
- High risk workplaces with 100 workers or more.”*

*Source: FIRST AID IN THE WORKPLACE Code of Practice March 2015, SafeWork Australia*

## When does a site require an AED (Automated External Defibrillator)?



*“Providing an automated external defibrillator can reduce the risk of fatality from cardiac arrest. It is a useful addition for workplaces where there is a risk of electrocution or where there are large numbers of members of the public.”*

*Source: FIRST AID IN THE WORKPLACE Code of Practice March 2015, SafeWork Australia*

### ➤ KEY POINTS

*First aid rooms for 200+ (Low risk)  
First aid rooms for 100+ (High risk)*

*Defibrillators are recommended for any workplace. They do save lives!*



## Who is a first aider?



*“First aider is a person who has successfully completed a nationally accredited training course or an equivalent level of training that has given them the competencies required to administer first aid.”*

*Source: FIRST AID IN THE WORKPLACE Code of Practice March 2015, SafeWork Australia*

## How many first aiders do I need on site?

*“A person conducting a business or undertaking must ensure that an adequate number of workers are trained to administer first aid at the workplace or that workers have access to an adequate number of other people who have been trained to administer first aid.”*

*Source: FIRST AID IN THE WORKPLACE Code of Practice March 2015, SafeWork Australia*

### ➤ **KEY POINTS**

*Ensure an adequate number of trained and capable first aiders are present on site to administer effective first aid promptly.*

**FASTAID+**  
First Aid...for life



*Thank you!*

Questions, comments or feedback? We would love to hear from you!

Free Call: **1800 13 12 11**

Email: **sales@fastaid.com.au**

Website: **www.fastaid.com.au**