

## The primary goal of First Aid is to:

- Prevent death and preserve life
- Prevent the worsening of the injured persons (IP) medical condition
- Promote recovery
- Provide safe transportation to the nearest health care facility



## IN CASE OF EMERGENCY CALL 911

Integrated Water Services (the Company) facilities are generally located in areas where prompt emergency medical attention is immediately available by local emergency services. If prompt medical response is not available in the surrounding community, there must be at least one First Aid and CPR trained person on the worksite at all times. Even when local emergency services are readily available, there are basic first aid techniques that you should know and be able to apply to ensure the injured person (IP) receives medical attention as soon as possible.

By administering immediate care during an emergency, you can help an ill or injured person before emergency medical services (EMS) arrive. However, even after training, remembering the right first aid steps – and administering them correctly can be difficult. In order to help you deliver the right care at the right time, we've provided this simple step-by-step Toolbox Talk as a guide that you can access from any online smart device by going to [www.iws.support](http://www.iws.support).

### Checking an Injured or Ill Person and Getting Them Help

1. CHECK the scene to make sure you are in a safe place, form an initial impression of the type of injury or cognitive state of the IP, obtain consent if IP is aware of their surroundings, and use the proper personal protective equipment (PPE). Note: the Company does not allow employees to administer minor first aid techniques to co-workers who are able to self-render first aid treatment.
2. If the person appears unresponsive, CHECK for responsiveness, breathing, life-threatening bleeding or other life-threatening conditions using the shout-tap-shout (shouting at them, tapping them and then shouting at them) technique. *CHECK for no more than 10 seconds*
3. If the person does not respond, responds but is not fully awake, is not breathing or is only gasping, or has life-threatening bleeding or another obvious life-threatening condition/s, CALL 9-1-1 then provide care based on the injury(ies) and your level of training. For a person who is unresponsive and not breathing, a trained first aid care giver should start CPR and use an AED immediately.

If the person is responsive or responds to stimulation and is fully awake and does not appear to have a life-threatening condition:

- Interview the person (or bystanders, if necessary), ask questions about signs and symptoms, allergies, medications and medical conditions (SAM)
  - Do a focused check based on what the person told you, how the person is acting and what you see. *Note: Do not ask the person to move if you suspect a head, neck, or spinal injury.*
  - *Do not ask the person to move any area of the body that causes discomfort or pain.*
  - As you check the person, take note of any medical identification tags
4. After completing the CHECK step, CALL 9-1-1 and get equipment, or tell someone to do so (if needed). Then, a trained first aid care giver may provide treatment based on the condition found and their level of training. The key is to get professional emergency services to the injured person as quickly as possible.