



HUMBERSIDE FIRE AND RESCUE SERVICE

HEALTH, SAFETY & ENVIRONMENT

FIRST AID

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Date Written	May 2018
Date of Last Review	June 2020
Date of next review	May 2021

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Addendum (June 2020)

This policy has been reviewed in response to the Covid-19 pandemic. Until further notice, individuals are to provide immediate care to their own minor injuries where needed using the first aid boxes and then seek further medical guidance.

There are over 400 IEC trained operational staff across the Service who can be contacted for advice on immediate care.

Where a higher level of immediate care is needed, staff are to act as an “Appointed Person” for their colleagues as per the Health and Safety (First Aid) Regulations 1981 in so far as calling for emergency services.

First aid boxes remain part of the monthly HSEP inspections and stocks will be replenished in the normal way.

In the case of cardiac arrest, SHQ and other locations have an Automated External Defibrillator (AED). If using an AED, assume the victim is potentially infected and follow the highest level of PPE and procedures as per the guidance with the AED. Do not give direct mouth to mouth resuscitation – use compressions only.

For more information, see the First Aid at Work During Covid-19 risk assessment or contact the Health, Safety and Environment Section.

1. INTRODUCTION

The Health and Safety (First-Aid) Regulations 1981 require employers to provide adequate and appropriate equipment, facilities and personnel to ensure their employees receive immediate attention if they are injured or taken ill at work.

In making an assessment of the provision of First Aid, the Service has taken the following into account:

- The hazards and risks in the workplace, both in Service premises and on the Incident Ground.
- The number of employees.
- The history of accidents within the organisation and any trends identified.
- The distribution of the workforce across many premises and locations.
- Premises or locations that are remote from emergency medical services.
- The needs of employees who travel or work alone.
- Annual leave and other absences of First Aiders and appointed persons.
- The nature of the workforce.
- Work patterns.

- Employees working on shared or multi-occupied sites.
- First-aid provision for non-employees.

All of these factors play a role in the determination of the required number of First Aiders and the number, location and contents of First Aid facilities, therefore these cannot be specified here. However, arrangements will be made at each premises to ensure suitable and sufficient provision is made. On Stations each watch must appoint a Duty First Aider. Support offices must ensure they have as a minimum an appointed person during work hours.

2. EQUALITY AND INCLUSION STATEMENT

HFRS has a legal responsibility under the Equality Act 2010, and a commitment, to ensure it does not discriminate either directly or indirectly in any of its functions and services nor in its treatment of staff, in relation to race, sex, disability, sexual orientation, age, pregnancy and maternity, religion and belief, gender reassignment or marriage and civil partnership. It also has a duty to make reasonable adjustments for disabled applicants, employees and service users

3. TREATMENT OF INJURIES AND ILLNESS

The key guiding principles and purpose of first aid, is often given in the mnemonic "3 Ps". These three points govern all the actions undertaken by a first aider.

- **P**revent further injury
- **P**reserve life
- **P**romote recovery

First Aid is not an alternative to obtaining qualified medical assistance and must not be regarded as such. For this reason, other than treatment of minor injuries that would otherwise receive no treatment, or which do not need treatment by a medical practitioner, qualified medical assistance must be sought for all injuries or illnesses that occur whilst at work. It is not an option for the injured person to refuse treatment for any injury sustained as a consequence of work activities. This is in order to protect the interests of the injured person and to protect the interests of the Service should a future claim for compensation be made.

Fire Service Vehicles must not be used to convey injured persons to hospital unless in exceptional circumstances. Where attendance at hospital is required, an ambulance must be called.

4. FIRST AIDER

A first-aider is someone who has completed training appropriate to the level identified by Humberside Fire and Rescue Service (HFRS).

5. RECORDING OF INCIDENTS

The Line Manager or First-aider must ensure that the injured person record all incidents they attend on the electronic Health and Safety Accident Recording System.

6. ARRANGEMENTS

All HFRS premises will be supplied with sufficient First Aid equipment at suitable locations. The contents of First Aid kits are to be checked weekly and any deficiencies rectified. The locations of these kits will be specific to each site and all personnel based at the site must be made aware of the provisions. Separate arrangements have been made for lone workers, which is detailed in a related policy.

7. FIRST AID TRAINING

Initial First Aid and refresher training requirements will be determined and delivered by the service where necessary. However, it is also incumbent upon qualified First Aiders to maintain their own competency, and they must ensure that managers are notified in good time to arrange refresher training. An appropriate occasion to notify training needs would be as part of the Personal Development Review process.

If you require further guidance / information on this document, please contact the Health, Safety & Environment Section