

# Amendments to First Aid Requirements

September 10, 2021

## Frequently asked questions about amendments to *The Occupational Health and Safety Regulations, 2020*

*The Occupational Health and Safety Regulations, 2020* came into force on April 1, 2021. Part 5 of the regulations (First Aid) now require workplaces to comply with the CSA standard Z1220-17 to meet first aid requirements in the workplace.

This is not a legal document. Consult the legislation for all purposes of interpretation and application of the law.

Contact Occupational Health and Safety at 1-800-567-7233 with any additional questions.

More information about first aid requirements in Saskatchewan workplaces is available on the [WorkSafe Saskatchewan](https://www.worksafe.sk.ca/) website.

### **How do I get access the CSA Z1220-17 *First Aid Kits for the Workplace* standard?**

The standard, including the annexes can be purchased, or can be accessed online for free, after registering for a CSA account at: <https://store.csagroup.org/>.

Annex B of the standard contains guidance for workplace first aid risk assessments, which is required for all workplaces

The CSA standard and annexes can also be viewed for free through the CSA Community Portal after registering for an CSA account at: <https://community.csagroup.org/community>.

All OHS standards specifically referenced in legislation from any jurisdiction in Canada are accessible for free viewing through "View Access Codes & Standards Online" on the CSA Community Portal.

### **How do I conduct a workplace first aid risk assessment?**

Have a competent person use annex A and B of CSA standard, Z-1220-17, *First Aid Kits for the Workplace* to perform the risk assessment.

### **Who is considered a "competent person" for the purpose of a workplace first aid risk assessment?**

CSA standard Z-1220-17 defines "competent person" as a person who possesses the knowledge, training, and skill to enable him or her to perform an assigned duty within the context of this standard."

*The Saskatchewan Employment Act* defines "competent" as meaning, "possessing knowledge, experience and training to perform a specific duty". See clause 3-1(1)(e).

**Does the competent person identified in regulation have to be a staff member or can this be contracted out?**

It could be either. A person with the required level of competency may be available in the workplace, or the required competency may be obtained through contracting competent personnel. A person in the workplace could also be trained to be competent to conduct the assessment

**Is there anything that must be submitted to Occupational health and Safety after we do the workplace first aid risk assessment?**

No. There is no requirement for a submission to be made.

**What are examples of “a person with a license to practice”?**

“License to practice” is defined in section 1-2 of *The Occupational Health and Safety Regulations, 2020* as a license to practice issued pursuant to *The Paramedics Act*. *The Paramedics Act* should be referenced to determine the classifications for which the Saskatchewan College of Paramedics issues a license to practice.

**Does Occupational Health and Safety accredit first aid training providers?**

No, the onus is on employers to ensure the training provided to their workers meets the requirements of occupational health and safety legislation. To be in compliance, first aid training must meet the minimum standards set out in Part 5, as well as in Tables 1 through 4, and Table 9 of *The Occupational Health and Safety Regulations, 2020*.

**Does Table 8, which was used in the previous regulations, apply?**

No, Table 8 was inadvertently included in the new regulations. Although *The Occupational Health and Safety Regulations, 2020* refer to Table 8 in definitions at section 5-1, it is not prescribed any further and is redundant.

**How do I determine if work done in my workplace is high-hazard work, if not using Table 8?**

Have a competent person use Annex B of CSA Standard Z-1220-17 to establish workplace risk as a combination of the likelihood of the occurrence of harm and the severity of that harm. Workplaces are to be graded on a scale of low, moderate, and high risk based on these factors.

**How do I determine if the number and level of first aid personnel is appropriate for my workplace?**

Use Table 9 of *The Occupational Health and Safety Regulations, 2020* to ensure that the number and level of first aid personnel on site matches your risk assessment and number of workers.

**What first aid supplies and personnel are required on multi-employer worksites?**

Sections 5-4 of *The Occupational Health and Safety Regulations, 2020* and Section A.4.1 of CSA standard Z1220-17 provide options for avoiding duplication where multiple organizations operate in a single workplace.

**What happens when you need two Class A and two Class B first aid personnel but you only have two Class B personnel? Since Class B are more qualified, do you still need four personnel?**

Yes, four personnel are still required. The risk assessment considers the total number of workers and the level of risk present in the workplace. The attendants required must be able to provide service for the volume of workers, given the level of risk present. Reduced numbers of attendants, even with higher qualifications would not be able to provide services to the volume of workers.

**Is the CSA standard the only permissible approved standard for the new first aid requirements under the 2020 regulations?**

Yes, if an occupational health and safety regulation refers to a specific standard, then the employer must follow that standard to be in compliance. If the regulation does not refer to a specific standard, then there may be several applicable approved standards.

**Will the Class B attendant requirements in Table 9 be repealed since it is not in the CSA standard?**

No, the CSA standard does not provide guidance on attendants, so this must be provided in the regulations.

**Is a Class B attendant required if first responders or a hospital with full EMS is available in the community?**

A first aid risk assessment must be undertaken to determine the appropriate number and qualifications of first aid attendants. Accessibility to emergency medical services is a factor to consider when completing the first aid risk assessment. If your risk assessment determines you need a Class B attendant or attendants, then that is required.

**Why were the first aid requirements changed to refer to CSA standard Z1220-17?**

The standard was adopted to ensure consistent first aid kit requirements across provinces and territories. This was done as part of the Canadian Free Trade Agreement to remove barriers to internal trade, investment and labour mobility.

**Will there be a grace period on enforcing the new first aid requirements?**

No. The regulations are in force as of April 1, 2021.

**Is any cost relief available for updating first aid kits?**

No. Cost relief is not available. Employers do not have to purchase new first aid kits; but need to ensure the contents of their kits meet the requirements of CSA standard Z-1220-17, *First Aid Kits for the Workplace*.