

Workplace First Aid



1

Evaluate Potential Dangers

Before helping, check for:

- Electrical hazards, gas leaks, fire, chemicals, or machinery.
- Only approach if it's safe.

2

Check the Level of Response

- Gently tap and ask if they can hear you or open their eyes.
- Ask them to squeeze your hand.
- Don't move them unless they're in immediate danger.

3

Call for Help '911'

- Call emergency services or ask someone nearby to call.
- Give clear details: what happened, how many injured, location.
- Stay on the call until instructed to hang up.

4

Unconscious and NOT Breathing

- Check for chest movement.
- Start CPR: 30 compressions, 2 breaths (if trained).
- Use face shield if available.
- Call for AED and continue CPR.
- If no breaths, do hands-only CPR.

Breathing but Unconscious

- Place the person in the recovery position.
- Check airway regularly.
- Monitor and document their condition.

5

Defibrillation (AED)

- Use AED if available.
- Turn it on and follow the voice instructions.

7

Dealing with Bleeding

- Wear gloves.
- Apply pressure to stop bleeding.
- Do not remove embedded objects—press around them.
- Raise the injured area.
- Get medical help.

6

Dealing with Fractures

- Keep the person still and calm.
- Don't move broken limbs.
- Control any bleeding and support the injury.
- Call emergency services.

8

Dealing with Burns

- Cool under running water for 20 minutes.
- Remove loose clothing and cover with non-stick dressing.
- Avoid creams; get medical help for serious burns.