

TML\MSH Microbiology Department Policy & Procedure Manual	<b>Policy # MI\LS\29\v02</b>	Page 1 of 2
Section: <b>Laboratory Safety Manual</b>	Subject Title: <b>First Aid</b>	
Issued by: <b>LABORATORY MANAGER</b>	Original Date: April 20, 2001	
Approved by: Laboratory Director	Revision Date: October 22, 2003	

**Policy:**

Requirements for first aid training and availability of a first aid kit depend on legal requirements, degree of hazard involved in the work, and proximity to a hospital emergency department. Because the St. Patrick Site is off-site from the hospital, additional procedures are necessary. The St. Patrick Site is required to have first aid equipment that meets the requirements of the WSIB Act, Regulation 1101. It must be inspected and re-supplied at least quarterly.

**Purpose:**

The policy provides direction for all staff who may require first aid to ensure a safe and healthy work environment.

**Responsibility:**

Management and employees

**Key Elements:**

- MSH First Aid
- St Patrick Site First Aid

**Related Documents:**

<a href="#">Emergency Procedure Manuals Home</a>	<b>Code Blue</b>
<a href="#">MEDICAL EMERGENCY</a>	MI\LS\30\v01
<a href="#">REPORTING WORK RELATED INCIDENTS</a>	MI\LS\31\v01
<a href="#">WORKPLACE ACCIDENT INVESTIGATION</a>	MI\LS\32\v01

**Procedure:**

**MSH**

For minor cuts a box of bandages is available in the cupboard above the main handwash sink. Any other incidents should be taken care of in Occupational Health and Safety or after hours report to the Emergency Department. Refer to [MEDICAL EMERGENCY](#) for further information.

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**St Patrick Site**

<b>First aid equipment</b>	<b>Location</b>
First aid kit and stretcher	In the First Aid room on the 12 <sup>th</sup> floor
Small first aid kit with disinfectant and bandages	Parasitology on the 12 <sup>th</sup> floor (By the handwash sink)  In Specimen Management on the 13 <sup>th</sup> floor (in cupboard opposite the unpacking bench)  Receiving, Basement, The Michener Institute

TML St. Patrick Site is required to have personnel trained in first aid available to deal with emergencies.

<b>Trained First Aider</b>	<b>Contact Information</b>
A number of staff members as posted beside the First Aid Room  Michener Institute security staff	<ul style="list-style-type: none"> <li>• Contact the Supervisor or another individual on the list of trained staff members</li> <li>• When a staff member is not available, contact security staff by calling 596-3101 Ext 0 or Ext 3308 if the telephone is not answered in person.</li> </ul>