**First Aid**

The Alberta Occupational Health and Safety (OHS) Code requires employers to provide first aid and have designated first aiders at work sites. Information about first aid requirements and resources is available on the Environment, Health and Safety department’s webpage at [ucalgary.ca/safety/programs/first-aid-0](http://www.ucalgary.ca/safety/programs/first-aid-0)

Supervisors and Managers are required to confirm that the appropriate number of trained [first aiders and first aid supplies](https://www.ucalgary.ca/safety/programs/first-aid-0) are available for their area and that certification is current.

**Emergencies -** Call 911 for life threatening emergencies and then call Campus Security at 403-220-5333.

**Incident Reporting -** Report all work-related accidents, incidents, and occupational illnesses to your Supervisor or Manager and in the [Online Accident Reporting System](https://www.ucalgary.ca/safety/oars) (OARS) and, if necessary, to the [Worker's Compensation Board](https://www.ucalgary.ca/staffwellness/wcb) (WCB).

**Designated Departmental First Aiders**

|  |  |  |  |
| --- | --- | --- | --- |
| **Names (first, last)** | **Locations**  **(Building, Room)** | **Qualifications (Type of First Aid Training)** | **Expiry Date(s), revise when recertified** |
| Click here to enter text. | Click here to enter text. | Click here to enter text. | Click here to enter a date. |
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**First Aid Kits & Supplies**

|  |  |  |  |
| --- | --- | --- | --- |
| **Type of Kit**  **(e.g. Alberta OHS #2 Kit)** | **Location**  **(Building, Room)** | **Date(s) Last Inspected/**  **Restocked** | **Names (first, last) of person who completed Inspection/Restocking** |
| Click here to enter text. | Click here to enter text. | Click here to enter a date. | Click here to enter text. |
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*Once completed, copy this page and post conspicuous locations in the department.*