



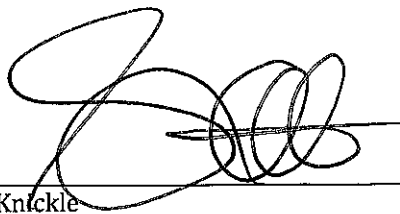
# SAFETY MANUAL

## First Aid Requirements

At each location, the required number of first aiders will be trained as per legislation. The safety administrator will monitor the expiry dates of the first aiders & will notify the safety manager prior to three months expiry so adequate training may be maintained.


At each location, the required number of first aid kit(s) will be administered as per legislation. The safety administrator will monitor first aid records. Upon receiving first aid notifications, the safety administrator will immediately restock the first aid kit(s). If no records have been received, the safety administrator will restock & check the first aid kit(s) at least once a month. The safety administrator is able to delegate this responsibility to appropriate manager(s) to restock as required.

Board Chairman

  
\_\_\_\_\_

Bob Knickle

Date:

  
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# SAFETY MANUAL

## WCB Policy & Procedure

### PROCEDURE

The below steps should be followed completely after first aid is administered to an injured employee:

1. The supervisor is to discuss clinician options with the injured employee. Under no circumstances is the employee obligated to attend an OIS clinic but, it is recommended for expediency. Medical examination may only occur with the consent of the worker and the medical examination is considered time at work or time with pay.
2. The supervisor or delegate of the supervisor will take the employee to medical care.
3. The supervisor, employee or delegate will fill out required WCB reports, an Incident Investigation Report & any other required paperwork from the safety manager.
4. The safety manager will keep in contact with the employee, supervisor & clinician regarding a return to work program.

### POLICY

Under no circumstances should any EMSL employees, supervisors or managers offer payment as compensation or treat the injured worker inappropriately causing the worker to decline submission to WCB. Failure to comply will result in immediate termination.

Board Chairman

  
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Bob Knickle

Date:

May 10/18



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## FIRST AIDERS

**LOCATION: 8835 - 60<sup>th</sup> Avenue Edmonton**

<b>Name</b>	<b>Type of First Aid Training</b>	<b>Expiry Date</b>
Branislav Klecin	Emergency First Aid Level A CPR/AED	June 30, 2020
Dante Mayandoc	Emergency First Aid Level A CPR/AED	June 30, 2020
Erven Bombarda	Emergency First Aid Level C CPR/AED	June 28, 2020
Herminio Sabado	Standard First Aid Level C CPR/AED	July 14, 2019
Joeben Gallosa	Emergency First Aid Level A CPR/AED	June 28, 2020
Marek Lang	Emergency First Aid Level A CPR/AED	June 30, 2020
Michael Mills	Standard First Aid Level C CPR/AED	November 20, 2018
Raymundo Matining	Emergency First Aid Level A CPR/AED	June 28, 2020
Rebecca Knickle	Emergency First Aid Level C CPR/AED	July 12, 2019
Steve Jorritsma	Standard First Aid Level C CPR/AED	November 20, 2018
Simplicio Fortaliza	Emergency First Aid Level C CPR/AED	June 25, 2020
Teasha Doerksen	Emergency First Aid Level A CPR/AED	January 8, 2020



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## FIRST AIDERS

**LOCATION: 8315 DAVIES ROAD**

Name	Type of First Aid Training	Expiry Date
Marc Baptist	Level C CPR	Aug 26, 2018



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## FIRST AIDERS

**LOCATION: 3645 48 Avenue SE Calgary, AB**

Name	Type of First Aid Training	Expiry Date
Penny Harrison	First Aid Emergency Level C CPR AED	June 22, 2018



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## FIRST AIDERS

**LOCATION: 201 Mackay Crescent Fort McMurray**

Name	Type of First Aid Training	Expiry Date
Cody Armstrong	Standard First Aid Level C CPR AED	June 29, 2020
Cliford Gaspar	Emergency First Aid Level A CPR AED	June 29, 2021
Jason Kokaram	Emergency First Aid Level C CPR AED	March 25, 2019