A blurred background of a fire station. On the left, a large metal hose reel with a thick white fire hose is visible. In the center, a red fire extinguisher stands on a shelf. The background is out of focus, showing the interior of the station with warm lighting.

First Aid and Safety drills/Training (Firefighting, Evacuation in case of Emergency)

Lecture # 12

Emergency

As per WHO:

“Emergency is a state in which normal procedures are suspended and extra-ordinary measures are taken in order to avert a disaster.”

It is defined as:

"An emergency is an urgent, unexpected, and usually dangerous situation that poses an immediate risk to health, life, property, or environment and requires immediate action."

As per the German Red Cross, the emergency is defined as:

“Life-threatening condition which requires the administration of life-saving measures.”

Emergency Drills

- An emergency drill is a practice run of an emergency procedure.
- It can be used to test the response of employees, facilities, and systems to an emergency.
- Emergency drills could be conducted for fire, active shooter, earthquake, etc.
- There could be drills just for the evacuation of a location, needed for any number of reasons beyond the indispensable fire drill.
- You may find that specific types of evacuations are needed in response to emergencies that your risk assessment has identified. And, of course, some drills are required by regulators within specific industries.

Steps for Emergency Drills and Exercises

➤ An organization should follow these six steps to successfully conduct emergency drills and exercises:

1. Develop emergency plans
2. Train employees
3. Conduct tabletop exercises
4. Conduct drills
5. Conduct functional exercises
6. Conduct full-scale exercises

Step 1: Develop Emergency Response

Drills and exercises test an organization's written emergency plan. Do not hold a drill or exercise until you have:

- A comprehensive emergency/crisis master plan
- Position-specific emergency response guides for employees with critical roles
- Emergency quick response guides

These 10 responses will cover 99% of all the emergencies an organization may face:

1. Evacuation
2. Reverse Evacuate
3. Lockdown
4. Clear the halls
5. Clear the halls
6. Shelter-in-place
7. Medical Emergency
8. Closing or Cancellation
9. Death
10. Vehicle Accident



Step 2: Train Employees



All employees should be trained at least annually on the emergency response plans and guides and on their roles within the plans.

All plans should be shared with your local emergency responders, but not made publicly available.

Step 3: Conduct Tabletop Exercises

Tabletop exercises allow organizations to test their emergency plans and individuals' knowledge of their roles and responsibilities using hypothetical situations, without causing disruption to the business day.

Example participants may include:

- Management
- Employees
- Maintenance staff
- Transportation staff
- Safety/Security personnel
- Fire department/EMS
- Law enforcement
- Emergency management
- Crisis team members
- Nurse



Step 4: Conduct Drills



- Many organizations already conduct drills during the year.
- Emergency drills for responses such as lockdown, shelter-in-place or employee injury provide the training and route memorization of the skill sets necessary for emergency situations.
- Drills should be unannounced and performed under varying and nonideal conditions (e.g., different times of day, different weather conditions, different times during the year or during absence of key personnel).
- All employees should be trained prior to any drill to make sure they know what is expected. Invite local emergency responders to observe the drill.

Step 4: Conduct Functional Exercises

- After you have performed a number of drills for specific procedures, the next step is functional exercises.
- These exercises help you understand how your emergency plans integrate with local emergency responders' plans, how your incident command structure operates and how you communicate with emergency responders during an emergency.



Step 4: Conduct Full-Scale Exercises



- A full-scale exercise is a complex, multiagency, multijurisdictional, multiorganizational exercise designed to validate many facets of emergency plans and preparedness.
- They not only test the organization's emergency plans, but also the plans of the responding agencies.
- Very few organizations ever perform this type of exercise due to time requirements (six to eight months of planning), coordination and expense involved.
- Full-scale exercises are conducted in real time, creating a stressful, time-constrained environment that closely mirrors real events in a safe manner.
- This may include simulated building damage, human casualties, active search and rescue, mass transportation and other activities, depending on the scenario

FIRST AID AT WORK



First Aid

First aid refers to the emergency or immediate care you should provide when a person is injured or ill until full medical treatment is available.

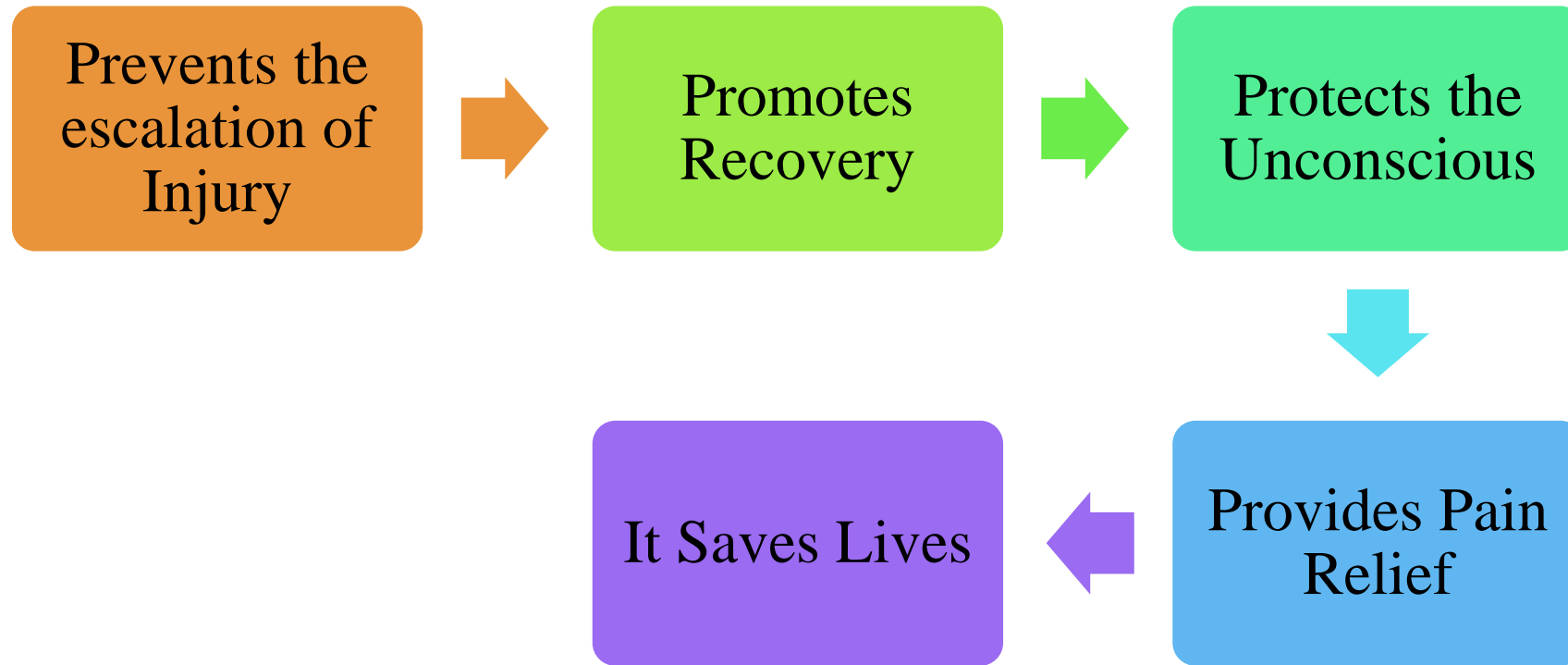
It is a requirement of OSHA that employees be given a safe and healthy workplace that is reasonably free of occupational hazards.

It is unrealistic to expect accidents not to happen.

Employers are required to provide medical and first aid personnel and supplies commensurate with the hazards of the workplace.

The details of a workplace medical and first aid program are dependent on the circumstances of each workplace and employer.

Why First Aid is Important In Our Life



The Role of the First Aider

A first aid officer is an essential part of any organization. Its primary role is to provide immediate lifesaving care before the arrival of further medical care. This could include performing basic first aid procedures, including:

- Placing an unconscious casualty into the recovery position
- Incident Management and Casualty Safety
- Perform cardiopulmonary resuscitation (CPR)
- Use of automated external defibrillators (AED)
- Stopping the bleeding using pressure and elevation
- Keeping a fractured limb still

Responsibilities of a First Aider

As the person responsible for taking actions to keep everyone involved safe, it is crucial to follow the actions and guidelines based on the responsibilities of a first aider. We outline seven of them below:

1. Assess the situation in a timely manner
2. Stay calm, reassure, and take charge
3. Protect yourself or any casualties from danger
4. Prevention infection
5. Assess the casualty
6. Provide First Aid Treatment
7. Arrange for appropriate help

Qualities of a Good Aider

- Excellent communication skills
- Calm and ability to work under pressure
- Initiative and leadership
- Team player
- Positive and selfless
- Properly Trained (Most Important)

To become a fully competent first aid officer, you must complete the first-aid certificate from a registered training provider and receive first aid certification.

Qualities of a Good First Aider

- **Good Communication Skills:** Communicating with sick and injured people can be a challenge. Therefore you should choose someone who has excellent communication skills and a natural ability to talk to people.
- **Ability to Work in a Team:** First aiders are often required to work alongside members of the emergency services, especially the ambulance service. You should look for someone who is a good team player.
- **Ability to Work Under Pressure:** A first aider should be able to keep their 'cool' under pressure and be able to manage tasks whilst having an awareness of the overall situation
- **Leadership:** A first aider may have to take command of a potentially volatile situation.
- **Knowledge of Their Own Limits:** A first aider should know the limits of their skills and knowledge and be able to call for further help when required rather than try to 'go it alone'.
- **Empathetic:** It's your job as a first aider to reassure them that everything will be just fine.
- **Observant:** First aiders need to be able to evaluate a situation and assess the related risks as soon as possible
- **Physically Fit:** Possessing a good level of physical fitness is crucial for first aiders to reach the victim on time, pull them out of that situation when needed, and take them to the emergency services.
- **Confident:** A competent first aider is confident in handling a situation and administering any assistance the case demands
- **Quick Thinker:** First-aiders must use their time effectively when they know about an emergency.



Soft Skills Needed to be a First Aider?

- **Communication skills / interpersonal ability:-** First aid is all about people! First aiders should have good communication skills. Emergency situations can be stressful and distressing for those involved; therefore, a first aider needs to have a calm & reassuring manner.
- **Confidence:-** You need to be confident in the skills and techniques learned during training and be able to apply these to a real-world emergency situation.
- **Ability to Work Under Pressure:-** First aiders should be able to keep a 'cool head' and remember key lifesaving skills (for example, cardiopulmonary resuscitation) in stressful situations.
- **Attention to Detail:-** Learning first aid can be a daunting prospect as there are lots of little rules and signs/symptoms to be learned. A first aider should have good attention to detail.
- **Teamwork & Leadership:-** Finally, a first aider should be an integral team player. They may be required to work as part of a first aid team or to work alongside other emergency services. In addition, a first aider may need to take on a leadership role during an emergency.



Hard Skills Needed to be a First Aider?

- **Know How to Perform CPR:-** Cardiac arrest is one of the biggest killers, affecting more than 350,000 people across America each year. It's important to study the step-by-step instructions of CPR in detail.
- **Know How to Handle Choking:-** Choking on a foreign object is a medical emergency that can all too easily take someone's life. But just like CPR, there is another invaluable skill that first aiders can learn, and that is the Heimlich maneuver.
- **Know Allergy Response:-** Knowing how to recognize the signs of a severe allergic reaction and respond accordingly is another essential part of a first aider's skillset.
- **Know Wound Care:-** Whether it's a small cut or a deep gash, knowing how to safely clean and care for a wound helps to prevent infection.
- **Know How to Stop Bleeding:-** Severe bleeding can quickly lead to a life-threatening loss of blood, so knowing how to stop it is crucial for a first aider.
- **Know How to Treat Shock:-** Shock is a potentially fatal condition that leads to a sudden and dramatic drop in blood pressure. It can be brought on by severe blood loss, infection, burns, heatstroke, allergic reactions, trauma, and many other causes.



3 Ps of First Aid

Preserve

Preserve Life



Prevent

Prevent Further Injury



Promote

Promote Recovery

WHAT TO INCLUDE IN A FIRST AID KIT



**FIRST AID
INSTRUCTION
BOOKLET**



**EMERGENCY
NUMBERS**

FIRST AID

Basic First Aid Checklist



- Crepe bandages
- Skin tape
- Triangular bandages
- Band-aids in different sizes
- Gauze swabs
- Dressing pads
- Sterile eye pad
- Alcohol swabs
- Scissors
- Disposable gloves
- Tweezers
- Safety pins
- Sterile saline tubes/ sachets
- Antiseptic skin swabs
- Stop itch cream
- Burn cream
- First aid booklet