First Aid Policy

1. The Worldview Centre for Intercultural Studies, hereafter referred to as WCIS, is committed to providing a safe and healthy work environment for workers, students, families, volunteers, contractors and visitors.

2. WCIS will endeavour to provide appropriate and adequate First Aid treatment in the event of a person sustaining an injury or illness.

3. Utilising the WCIS Risk Management Strategy, WCIS will systematically identify and manage potential risks that could cause injuries or illness within the WCIS environment. The appropriate First Aid Facilities and training will be determined, evaluated and provided.

4. WCIS will meet First Aid Legislative requirements as a minimum standard (as per “A guide to First Aid in the Workplace” – workplacesafe.tas.gov.au)

5. First Aid Facilities will be maintained on a regular basis.

Definitions
1. First Aid is the provision of initial emergency treatment for people suffering injury or illness.

2. First Aid Facilities refers to the First Aid Kit and/or First Aid Room.

Responsibilities
1. It is the responsibility of the WCIS Medical Advisor to ensure that:
   · adequate and appropriate First Aid Facilities are provided;
   · appropriate and adequate training is arranged for workers as required;
   · workers training as required is up to date and certificate current.

2. It is the responsibility of the WCIS Medical Advisor to:
   · inspect and maintain First Aid Facilities;
   · assess if medical assistance is required;
   · administer appropriate First Aid in accordance with their training;
   · maintain First Aid records; and
   · maintain confidentiality with regard to information obtained as part of their role.