



Fact Sheet 2

FIRST AID KIT

AUGUST 2023

LEGISLATION

First-aid Minimum Standards Regulation (CQLR, c. A-3.001, r. 10)
First aid kits for the workplace, CSA Standard No. Z1220-17

ESTABLISHMENT

Section 6 of the Regulation: Employers must ensure that all first aid kits are kept clean, fully stocked, and in good condition.

Section 4 Every employer must provide an adequate number of first aid kits that are easy to access, as close as possible to the work area, and available at all times. The supply and contents of these kits must comply with the *First aid kits for the workplace standard*.

The number of kits will vary depending on factors such as the layout of the facility, the number of floors, physical obstacles to getting to the injured, the number of departments, and the distance that must be travelled.

It is strongly recommended that a first aider be able to pick up the kit and get to the injured in 5 minutes or less.

VEHICLE

Section 5 of the Regulation: Employers whose operations include the use of a vehicle intended solely for the transport of or use by workers travelling in places where a kit is not accessible in accordance with Section 4 must equip the vehicle with a kit.

PERSONAL KIT (TYPE 1)

- **Vehicle with a capacity \leq 5 workers** in a place where there is no kit
- **Vehicle with a capacity of more than 5 workers** within 30 minutes of a medical facility

BASIC KIT (TYPE 2)

- **Vehicle with a capacity of more than 5 workers** in a place more than 30 minutes from a medical facility

CONSTRUCTION SITE

Section 8 of the Regulation requires the prime contractor to provide an adequate number of kits at the construction site.

- Kits must be available at all times.
- An adequate number of kits for a construction site means a kit can be accessed for any worker within about **5 minutes**.
- Kits must contain at least the items listed in article 4.

IMPORTANT

- **Items must be promptly replaced if soiled or used.**
 - **Kits must be placed where workers can see them (not stored in a cabinet).**
 - **The contents must be accessible at all times (kits must not be locked).**
- There are no official suppliers accredited by RSPSAT or CNESST to sell first aid kits.**

CONTAINER

A **portable box** divided into compartments to store the first aid equipment required by the Regulation and marked on the outside with a cross and "First Aid Kit" in easy-to-read print.

Section 13 Signage must be in place so workers can quickly and easily locate kits and the communication system required in the Regulation, as well as any other first aid equipment.

RISK ASSESSMENT

The employer is responsible for assessing the risk level in their workplace to determine the size and contents of the kits.

- The risk assessment should consider the **types** of injuries, the **likelihood** of them occurring, and their potential **severity**. It must also take into account any other special conditions.
- Even if the employer uses an outside service to perform the assessment, the employer remains solely liable for preventing accidents and injuries in the workplace.

KIT TYPES BY RISK LEVEL

Three types of kit, depending on the risk level:

Personal kit (Type 1)	Basic kit (Type 2) Low- or moderate-risk workplace			Intermediate kit (Type 3) High-risk workplace		
	Small	Medium	Large	Small	Medium	Large
Working in an isolated area where there is no kit	1-25 workers per shift	26-50 workers per shift	51-100 workers per shift	1-25 workers per shift	26-50 workers per shift	51-100 workers per shift
	Same list of items for all kit sizes, but quantity of items varies.			Same list of items for all kit sizes, but quantity of items varies.		

Note: No risk assessment is required for kits in vehicles. If one is conducted, the employer may equip the vehicle with a kit corresponding to a higher level of risk.

For more information on kit contents, please visit the CNESST website at:

<https://www.cnesst.gouv.qc.ca/en/prevention-and-safety/first-aid-workplace/first-aid-equipment>

INSPECTION

Liste de matériaux



- Kits should be inspected weekly to ensure that all items are present and serviceable (not expired). It is a good idea to seal them with an adhesive paper or plastic seal that breaks easily. The expiry date of the first item to expire can be written on the seal.
- **The best people to have inspect the kits are the first aiders.** That way they always know what is in the kits. **The employer must ensure that each first aider is aware of the kit contents.**
- The employer must regularly maintain the kits and replace any items that are missing, expired, or, if they have no expiration date, opened or yellow.
- The minimum contents list must be included in each kit for verification. Lists can be found on the RSPST website at:
<https://www.santeautravail.qc.ca/web/rpsat/dossiers/pmps/trousse>

FIRST AID AREA

(If there is no first aid room in the facility)

An employer with more than 100 workers at a facility or the prime contractor on a construction site with more than 100 workers on site must provide a dedicated first aid area.

The area **must be:**

- Available
- Easy to access at any time during working hours
- Kept clean and in good condition
- Ventilated
- Well lit
- Adequately heated and with a water supply

The area **must be equipped with:**

- 1 stretcher
- Minimum kit contents set out in article 4 of the Regulation
- Soap and nail brushes
- Paper towels
- 1 table and 2 chairs

NURSING STAFF AND FIRST AID ROOM

All of the following employers are required to provide a first aid room at their own expense:

- Employers in the building construction, public works, mining, quarrying, and petroleum sectors in locations with 100 or more workers
- Employers in the building construction, public works, mining, quarrying, and petroleum sectors in locations with more than 20 workers that are more than 30 minutes by road (under normal conditions) from a medical clinic, ambulance service or hospital, local community service centre, or other medical services, including the health services at a facility or construction site
- The prime contractor on a construction site where at least 25 workers are working at a given time and that is more than 30 minutes by road (under normal conditions) from a medical clinic, ambulance service, or hospital

The room **must be:**

- Available
- Easy to access at any time
- Kept clean and in good condition
- Adequately heated and ventilated
- Equipped with sanitary facilities and a water supply

The room **must contain:**

- Items listed in Section 21 of the *First-aid Minimum Standards Regulation*

This tool was developed by a provincial nursing working group from Réseau de santé Publique en santé au travail (RSPSAT).

Sources:

- Commission des normes, de l'équité, de la santé et de la sécurité du travail.
- QUÉBEC. *First-aid Minimum Standards Regulation, Chapter A-3.001, r. 10, updated April 1, 2021, [Québec]*, Québec Official Publisher, c2021, 21 pp. Also available online:
<http://legisquebec.gouv.qc.ca/en/pdf/cr/A-3.001, R. 10.pdf>
- STANDARDS COUNCIL OF CANADA. *First aid kits for the workplace*, CSA Standard No. Z1220-17 (effective March 17, 2021).

