

2007-01

December 5, 2007

By Email: 6 Pages

WorkSafeBC Assessment Rates

What do you pay?

In October 2007, WorkSafeBC sent Assessment Rate letters to all school districts in British Columbia. These letters included information about your base rate, net rate and experience rating.

The base rate for public schools went up by \$0.02 — from a 2007 rate of \$.59 to a 2008 rate of \$0.61. This falls on the heels of a significant rate decrease that saw the 2006 rate of \$0.70 drop to \$0.59 in 2007.

As a result of this rate increase and changes in individual districts' experience rating:

- 55% of school districts will see an increase in their net rate
- 35% of school districts will see a decrease in their net rate
- 10% of school districts will see no change in their net rate.

Appendix A (attached) includes a table of 2007 and 2008 base rates, net rates and experience ratings for all school districts.

Occupational Health and Safety Regulation Amendments

On February 1, 2008, a number of amendments to the Occupational Health and Safety Regulations will take effect.

In particular, amendments have been made to the following parts of the Regulation:

- Part 3, Rights and Responsibilities, relating to occupational first aid
- Part 4, General Conditions, relating to working alone or in isolation
- Part 5, Chemical and Biological Substances and
- Part 6, Substance Specific Requirements relating to biohazardous material
- Part 9, Confined Spaces, relating to isolation procedures in confined spaces
- Part 11, Fall Protection, relating to fall protection for stunt workers
- Part 13, Ladders, Scaffolds and Temporary Work Platforms, relating to work platforms and fall protection
- Part 14, Cranes and Hoists and Part 16, Mobile Equipment, relating to cranes and hoists
- Part 30, Laboratories, relating to fume hoods

▪ **Part 3: Rights and Responsibilities**

Section 3.16 requires an employer conduct a risk assessment to determine the appropriate level of first aid in a workplace. The risk assessment requires a determination of whether the workplace is low risk. Pursuant to WorkSafeBC's Assigned Hazard Rating List, schools are classified as a low risk workplace.

The proposed amendments specify a minimum level of first aid service to be provided for low risk workplaces based on the distance from a hospital.

The following two tables allow a determination of the minimum level of First Aid supplies, certificates, and transportation that are required:

Table 1: This table applies to a workplace that an employer determines under section 3.16 (2) (b) of the Regulation creates a low risk of injury and that is more than 20 minutes surface travel time away from a hospital.

<u>Item</u>	<u>Column 1</u> Number of workers per shift	<u>Column 2</u> Supplies, equipment, and facility	<u>Column 3</u> Level of first aid certificate for attendant	<u>Column 4</u> Transportation
1	1	<ul style="list-style-type: none"> • Personal first aid kit 		
2	2-5	<ul style="list-style-type: none"> • Basic first aid kit 		
3	6-30	<ul style="list-style-type: none"> • Level 1 first aid kit 	Level 1 certificate	
4	31-50	<ul style="list-style-type: none"> • Level 1 first aid kit • ETV equipment 	Level 1 certificate with Transportation Endorsement	
5	51-75	<ul style="list-style-type: none"> • Level 3 first aid kit • Dressing station • ETV equipment 	Level 3 certificate	
6	76 or more	<ul style="list-style-type: none"> • Level 3 first aid kit • First aid room • ETV equipment 	Level 3 certificate	ETV

Table 2: This table applies to a workplace that an employer determines under section 3.16 (2) (b) of the Regulation creates a low risk of injury and that is 20 minutes or less surface travel time away from a hospital.

<u>Item</u>	<u>Column 1</u> Number of workers per shift	<u>Column 2</u> Supplies, equipment, and facility	<u>Column 3</u> Level of first aid certificate for attendant	<u>Column 4</u> Transportation
1	1			
2	2-10	<ul style="list-style-type: none"> • Basic first aid kit 		
3	11-50	<ul style="list-style-type: none"> • Level 1 first aid kit 	Level 1 certificate	
4	51-100	<ul style="list-style-type: none"> • Level 2 first aid kit • Dressing station 	* Level 2 certificate	
5	101 or more	<ul style="list-style-type: none"> • Level 2 first aid kit • First aid room 	* Level 2 certificate	

The following tables outline the minimum items that must be included in Level 1, Level 2 and Level 3 First Aid Kits.

Level 1 first aid kit

These items must be kept clean and dry and must be ready to take to the scene of an accident. A weatherproof container is recommended for all items except the blankets. Blankets should be readily available to the first aid attendant.

3	blankets
24	14 cm x 19 cm wound cleaning towelettes, individually packaged
60	hand cleansing towelettes, individually packaged
100	sterile adhesive dressings, assorted sizes, individually packaged
12	10 cm x 10 cm sterile gauze dressings, individually packaged
4	10 cm x 16.5 cm sterile pressure dressings with crepe ties
2	7.5 cm x 4.5 m crepe roller bandages
1	2.5 cm x 4.5 m adhesive tape
4	20 cm x 25 cm sterile abdominal dressings, individually packaged
6	cotton triangular bandages, minimum length of base 1.25 m
4	safety pins
1	14 cm stainless steel bandage scissors or universal scissors
1	11.5 cm stainless steel sliver forceps
12	cotton tip applicators
1	pocket mask with a one-way valve and oxygen inlet
6	pairs of medical gloves (preferably non-latex)
	first aid records and pen

Level 2 first aid kit

These items must be kept clean and dry and must be ready to take to the scene of an accident. A weatherproof container is recommended for all items except the blankets. Blankets should be readily available to the first aid attendant.

3	blankets
24	14 cm x 19 cm wound cleaning towelettes, individually packaged
150	sterile adhesive dressings, assorted sizes, individually packaged
12	10 cm x 10 cm sterile gauze dressings, individually packaged
4	10 cm x 16.5 cm sterile pressure dressings with crepe ties
10	20 cm x 25 cm sterile abdominal dressings, individually packaged
12	cotton triangular bandages, minimum length of base 1.25 m
2	2.5 cm x 4.5 m rolls of adhesive tape
2	5 cm x 4.5 m rolls of adhesive tape
6	7.5 cm x 4.5 m crepe roller bandages
1	500 ml sterile 0.9% sodium chloride solution (saline) in unbreakable container
1	60 ml of liquid antibacterial soap in unbreakable container
1	universal scissors
1	11.5 cm stainless steel sliver forceps
1	penlight or flashlight with batteries
1	7.5 cm x 4.5 m esmarch gum rubber bandage
6	pairs of medical gloves (preferably non-latex)
1	portable oxygen therapy unit consisting of a cylinder (or cylinders) containing compressed oxygen, a pressure regulator, a pressure gauge, a flow meter and a non-rebreathing mask (may be kept in a separate container from the other supplies)
1	oropharyngeal airway kit (may accompany the portable oxygen therapy unit)
1	manually operated self-inflating bag-valve mask unit with an oxygen reservoir (may accompany the portable oxygen therapy unit)
6	patient assessment charts
	first aid records and pen
1	pocket mask with a one-way valve and oxygen inlet

Level 3 first aid kit

The level 3 first aid kit is the same as the level 2 kit except that, in addition, one portable suction unit is recommended.

Further information, including the minimum requirements of an Emergency Transport Vehicle (ETV), Dressing Stations, and First Aid rooms, can be found at Appendix B2 (attached). Appendices B1 and B2 include copies of the amendments, explanatory notes, and OHS guidelines.

- **Part 4: General Conditions, relating to working alone or in isolation**

The amendments to Part 4 relating to working alone or in isolation can be divided into those of general application and those that address late night retail (i.e., gas and convenience stores).

Sections 4.20.1 to 4.22 are the general application sections. These sections have been added/amended to include the following:

Working alone or in isolations is defined as working in circumstances where assistance is not readily available in cases of emergency, injury or illness.

Although “readily available” has not been defined by WorkSafeBC, the guidelines provide some guidance to determine if assistance is readily available. In particular, WorkSafeBC is considering four conditions:

- Presence of others — are there other people in the vicinity?
- Awareness — will other persons be capable of providing assistance and be aware of the worker’s needs?
- Willingness — is it reasonable to expect that those other persons will provide assistance?
- Timeliness — will assistance be provided within a reasonable period of time?

Before a worker can commence work, any hazards must be identified and either eliminated or controlled. Written procedures must be implemented for checking on the well being of the worker at regular time intervals and initiating provisions for emergency response in cases where the worker cannot be contacted.

Provided in Appendix C1 is a copy of a Sample Person Checks Procedure developed by WorkSafeBC. It is important to remember that any procedures should be tailored to your specific workplace and conditions.

Please see Appendices C2 and C3 for a copy of the amendments, explanatory notes and guidelines.

▪ **Part 13: Ladders Scaffolds and Temporary Work Platforms**

The existing regulations restricted the mobile operation of elevating platforms to those that were self-propelled and designed to be moved with the platform elevated.

The amendments to section 13.24 recognize that there are elevating work platforms that are not self-propelled but are designed to allow for the equipment to be moved along the floor or supporting surface with the platform elevated.

Please see Appendix D for a copy of the amendments and explanatory notes.

There have also been amendments to:

- Part 5, Chemical and Biological Substances and
- Part 6, Substance Specific Requirements relating to biohazardous material
- Part 9, Confined Spaces, relating to isolation procedures in confined spaces
- Part 11, Fall Protection, relating to fall protection for stunt workers
- Part 14, Cranes and Hoists and Part 16, Mobile Equipment, relating to cranes and hoists
- Part 30, Laboratories, relating to fume hoods

A summary of these updates has not been provided. However, for completeness, a copy of those amendments and explanatory notes has been included in Appendices E1, E2, E3, E4 and E5 for your reference.

Questions

Should you have any questions on the information provided or any occupational health, safety and wellness issue, please contact Mark Grabas at 604.730.4509 or markg@bcpsea.bc.ca.

Attachments