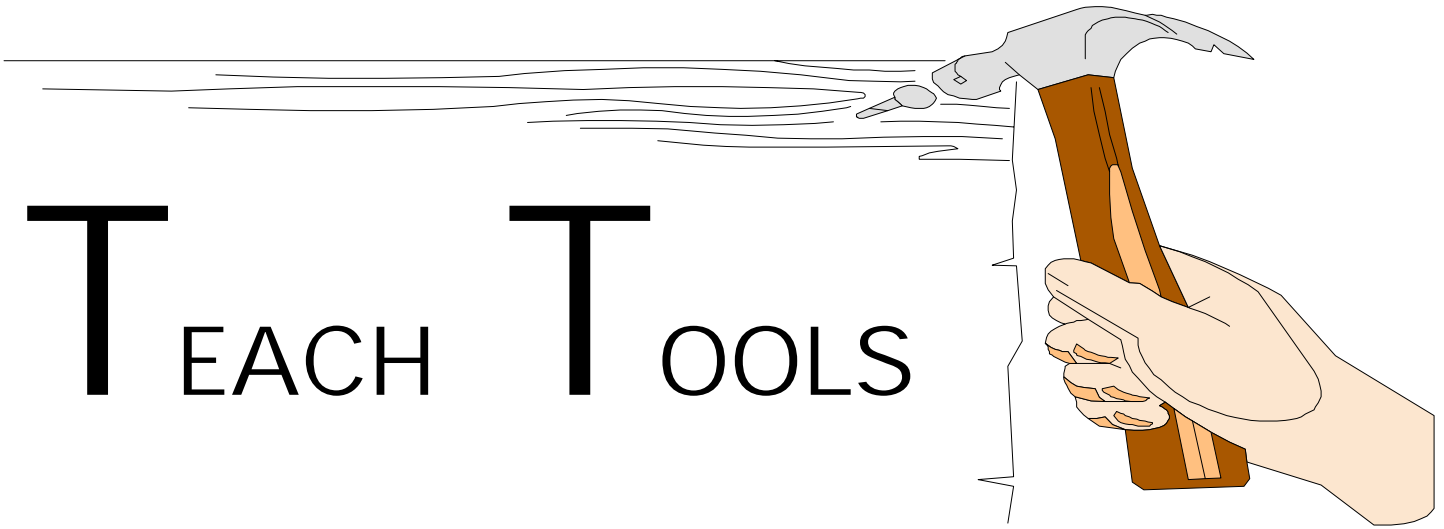


T E A C H T O O L S

March 1998

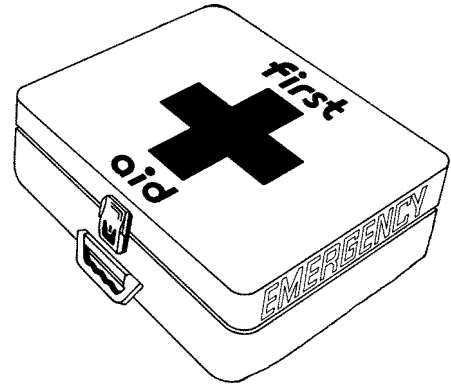


#14 - First Aid: Injury

provided by:

The Kansas Municipal Insurance Trust

First Aid: Injury



Objectives –

To emphasize the importance of fast response in an emergency and to outline basic first-aid techniques for handling injuries. The result should be a greater understanding of the need to act quickly and increased knowledge of whom to contact and what to do – and not to do – if someone is injured on the job.

Suggested Materials to Have on Hand –

- ☐☐ List of emergency phone numbers, including those of any employees trained in first aid or CPR
- ☐☐ First-aid kit
- ☐☐ Material safety data sheet (MSDS)

Introduction Overview –

Most cities provide their employees with a lot of safety training in an effort to prevent accidents. Unfortunately, people still do get injured on the job.

When you witness an injury, call for medical help immediately. There may also be other things you can do, and things you shouldn't do, that can make a big difference to the victim while you're waiting for help to arrive.

Be aware that this publication is no substitute for first-aid training. If you're not sure what to do, or lack the proper training, wait for assistance.

General Hazards –

There are a wide range of injuries you should be prepared to handle, including:

- ☐☐ Bleeding
- ☐☐ Amputated Limbs
- ☐☐ Shock
- ☐☐ Broken bones
- ☐☐ Eye injuries
- ☐☐ Electrical shock
- ☐☐ Burns
- ☐☐ Chemical exposure

OSHA Regulations and Frequent Violations –

OSHA has a first-aid regulation, 29 CFR 1910.151, that requires employers to “ensure the ready availability of medical personnel for advice and consultation on matters of plant health.” If the workplace is not close to an infirmary, clinic, or hospital, the regulation requires having a person or persons trained in first aid on the premises, as well as first-aid supplies. Eye washes and showers must be provided if there’s a danger of exposure to corrosive materials.

Protection Against Hazards –

There is a routine to follow in the event of an injury. Memorizing this sequence of events can help you respond quickly and properly. Call for medical help immediately. Explain the kind of injury and where the victim is located. There is no time to waste in an emergency, and often no way for you to know the seriousness of the emergency. Be calm and act fast.

- ☐☐ Bring help to the victim, don’t bring the victim to the help.
- ☐☐ Don’t move an injured person unless it’s necessary to save his or her life.
- ☐☐ Check to see if the victim is breathing.
- ☐☐ Know where the first-aid kits are kept.
- ☐☐ If you’re not sure what to do, make a phone call for professional help and wait.

Safety Procedures –

Each type of emergency has its own first-aid procedure.

Bleeding

If someone is bleeding heavily, you want to stop the flow until medical help arrives. To do this, apply pressure on the wound with a cloth or your hand.

For deeper cuts, elevate the wound while you apply pressure.

For even more serious cuts, add a third action, push on pressure points on the inside of the upper arm and the crease of the groin. Don't use a tourniquet unless the bleeding won't stop and the person is dying.

Amputated Limb

Place the limb in a plastic bag with ice and rush it to the hospital with the victim.

Shock

A seriously injured person will frequently go into shock – which can be fatal. While you're waiting for medical help, lay the person down, cover him or her with a coat or blanket, and raise the feet above heart level. Don't provide anything to drink and check regularly for breathing.

Broken Bones

Don't move a person who may have broken bones unless it's absolutely necessary. The wrong move could be deadly. Keep the person still and wait for expert help.

Eye Injuries

Eye injuries should be treated immediately.

If chemicals were splashed in the eye, flush with water for at least 15 minutes. Then close the eyes, cover them with a clean cloth, and get medical help.

If something is stuck in the eye, keep the person calm until medical help arrives. Do not try to remove the object.

Electrical Shock

Electrical shock can be deadly to the victim. It can also kill the rescuer if you make the wrong move when you try to help.

- Don't touch a person in contact with a live electric current.
- Turn off the main electric switch or fuse or get an electrician to help if one can be found quickly.
- If you must move a person from a live wire, stand on something dry and use a dry stick or board to push the person off the wire. Don't use anything metal, wet, or damp.

After the person has been moved from the electricity, check for a heartbeat and breathing. If necessary and if you know how, administer artificial respiration or CPR.

Burns

The way you treat a burn depends on what kind and degree of burn it is.

Treat chemical burns by flushing the burned part of the skin with water for 15 minutes and carefully removing the contaminated clothing.

Other burns are classified on three levels:

- In first-degree burns (the least serious) the skin is red.
- In second-degree burns the skin is red and there are blisters.
- In third-degree burns (the most serious) the skin is destroyed, tissue is damaged, and there is charring.

To help a burn victim:

- Wrap a person who is on fire in a blanket or coat or make the victim drop and roll.
- Cut away loose clothing, but don't touch clothing that's stuck to a burn.
- Immerse first-degree and second-degree burns in cold water to relieve the pain, then cover the skin with a moist sterile dressing. Elevate burned limbs.
- Treat the victim for shock and check for breathing problems.
- Don't rub the body.
- Don't use ice, lotion, or ointment on a burn.

Chemical Exposure

If someone has inhaled, swallowed, or been splashed with a hazardous chemical, refer to the chemical's label and MSDS to determine proper treatment.

There are, however, some general approaches that apply in most instances:

- Inhalation. Move to fresh air and, if necessary and you know how, administer artificial respiration or CPR.
- Swallowing. Get medical assistance and check the MSDS or call the poison control center. Don't give an unconscious person fluids.
- Eyes and skin. Flush with water for 15 minutes.

Wrap-Up –

The important thing to remember in an emergency is to stay calm and act quickly. Your quick response can literally be the difference between life and death for the victim.

These first-aid procedures can be very important in helping the victim before professional help arrives.

Some of these procedures focus on what you don't do rather than what you do. If you're not sure what to do, don't do anything except get help. The wrong move can make things worse for the victim.

What we've discussed are emergency responses to emergency situations while you're waiting for trained help. If you would like to be a trained professional, you can get first-aid training from your local Red Cross. If not, keep in mind that it's usually best to leave first aid to people who know what to do.



Suggested Discussion Questions –

1. What are the first steps to take if there's an accident?
2. Where are the City's first-aid kits kept?
3. What do you do to stop bleeding?
4. What do you do with an amputated limb?
5. What is the most important thing to remember about a person who may have broken bones?
6. What do you do about eye injuries?
7. What do you do for someone in contact with a live electric current?
8. How do you treat a chemical burn?
9. How do you treat other burns?
10. What do you do if someone has inhaled a chemical?





FIRST AID: INJURY CHECKLIST

Fill in as appropriate

Hospital Phone Number: _____

Paramedic Phone Number: _____

Police Phone Number: _____

Fire Department Phone Number: _____

Poison Control Center Phone Number: _____

On-Site Employees Trained in First Aid

Name: _____

Phone Number: _____

Name: _____

Phone Number: _____

Location of First-Aid Kits: _____

For any serious emergency:

- Call for medical help immediately.
- Bring help to the victim, don't bring the victim to the help.
- Don't move an injured person unless it's necessary to save his or her life.
- Know where the City's first-aid kits are kept.
- Check to see if the victim is breathing.
- Don't use medication without a doctor's supervision.
- If you're not sure what to do, wait for medical assistance.

Bleeding:

- Apply pressure on the wound with a cloth or your hand to stop the flow.
- If that's not enough, apply pressure and elevate the wound.
- If that's still not enough, elevate the wound and then push on the pressure points on the inside of the upper arm and the crease of the groin.
- Don't use a tourniquet unless the bleeding won't stop and the person is dying.

Amputated Limb:

- Place limb in plastic bag with ice and rush the victim to the hospital.

Broken Bones:

- Don't move the person unless absolutely necessary. Wait for medical help.

Shock:

- Lie victim down and cover with a blanket or coat.
- Raise feet above heart level.
- Check regularly for breathing; don't provide fluids.

**Eye Injuries:**

- Treat immediately.
- Flush eyes that have been exposed to chemical splashes with water for at least 15 minutes.
- Cover closed eyes with clean cloth and take person to doctor.
- Wait for medical help to remove objects stuck in eye.

Electrical Shock:

- Don't touch a person in contact with a live electric current.
- Turn off, or have electrician turn off, the main electric switch or fuse.
- Stand on something dry; use a dry stick or board to push person off the live wire.
- Check for a heartbeat and breathing.
- Administer artificial respiration or CPR if necessary and if you know how.

Burns:

- For chemical burns, flush with water for 15 minutes and carefully remove contaminated clothing.

For other burns:

- Wrap a person who is on fire in a blanket or coat or make the victim drop and roll.
- Cut away loose clothing, but don't touch clothing that's stuck to a burn.
- Immerse first-degree and second-degree burns in cold water to relieve pain, then cover the skin with a moist sterile dressing.
- Elevate burned limbs.
- Treat the victim for shock and check for breathing problems.
- Don't rub the body.
- Don't use ice, lotion, or ointment on a burn.

Chemical Exposure:

- Refer to the chemical's label and MSDS for proper treatment.
- Flush eyes and skin with water for 15 minutes.
- Move inhalation victim to fresh air and administer artificial respiration or CPR if necessary and if you know how.
- Get medical assistance in cases of ingestion and check MSDS or call poison control center.