

First Aid Risk Assessment

Factor to Consider	Guide / Consideration	Shortfall		Decision
		Y	N	
Are hazards only low-risk? Office or simple retail shop, for example	Minimum requirement: <ul style="list-style-type: none"> • Appointed person • First aid boxes 			
Are hazards significant such as chemical use or machinery use?	Consider: <ul style="list-style-type: none"> • Provision of first aider • Provision of first aid box(es) 			
Are there any special hazards such as noxious fumes or strong acids / chemicals?	Consider: <ul style="list-style-type: none"> • Specialist training for first aiders • Additional equipment provision • The need to liaise with the emergency services ahead of any incident 			
Do the numbers of employees justify provision of first aid capability?	The greater the number the more likely the need. Higher risk – higher need. Low- risk environments should consider: <ul style="list-style-type: none"> • A first aider when numbers are around 25–50 • The provision of a first aid room and additional equipment for larger numbers of employees 			
Are there any persons at particular risk?	For instance: <ul style="list-style-type: none"> • Inexperienced • Young workers • Pregnant workers • Disabled 			
What is our history?	Consider:			

	<ul style="list-style-type: none"> • Types and amount of accidents or near misses • Distribution of accidents • Increase provision in accordance with risk 			
Do any employees require special working arrangements for lone working, remote working or driving for work, etc.?	<p>Consider:</p> <ul style="list-style-type: none"> • Increasing the provision in accordance with risk • Vehicle first aid kits • Paying close attention to location of facilities • Out of hours arrangements 			
What is the geographical spread of the buildings?	<p>Consider:</p> <ul style="list-style-type: none"> • Additional first aid personnel • Paying close attention to location of facilities 			
How close are the emergency services?	<p>Consider:</p> <ul style="list-style-type: none"> • Liaison and local arrangements with the emergency services 			
Are employees required to work at other sites?	<p>If yes:</p> <ul style="list-style-type: none"> • Agree in writing who and how first aid provision will be made • Involve other site occupiers 			
Is there a need for deputies?	<p>Deputies may need to cover:</p> <ul style="list-style-type: none"> • Absence • Holidays • Courses • Other duties 			