

Trained. Empowered. Prepared.



**American  
Red Cross**

## Is Your Company in Compliance with OSHA Standards for First Aid Training and Emergency Preparedness?

Find Out How the American  
Red Cross Can Help



# How Your Business is Impacted by OSHA

## Why is Health and Safety Training Important?

According to the Bureau of Labor Statistics, 5,800 people died in 2004 from workplace injuries, and another 4.3 million workers suffered on-the-job injuries and illnesses. Nearly 8 injuries occur in workplaces every minute, so it's critical for employees to be able to respond to an injured co-worker immediately and with the confidence that comes from being trained in first aid. It can mean the difference between life and death.

## Occupational Safety and Health Act

In 1970, Congress passed the Occupational Safety and Health Act (OSH Act) to assure safe and healthy conditions for workers. The OSH Act covers all employees except workers who are self-employed and public employees in state and local governments. Title 29 of the Code of Federal Regulations (CFR), Parts 1902-1990, contain OSHA regulations and standards.

Occupational Safety and Health Standards can be found in part 1910 of Title 29 in the Code of Federal Regulations. "Standard" is defined as "a standard which requires conditions, or the adoption or use of one or more practices, means, methods, operations, or processes, reasonably necessary or appropriate to provide safe or healthful employment and places of employment." This brochure is intended to provide an explanation of some of the standards outlined in part 1910, such as first aid training, first aid supplies, bloodborne pathogens training, and emergency preparedness, and how the American Red Cross can help businesses meet those standards.

Some states have enacted occupational safety and health laws and operate federally approved state plans. Those states adopt and enforce state standards and regulations that are at least as effective as those enacted under federal law. For information related to state occupational safety and health plans, visit <http://www.osha.gov/fso/osp/index.html>

## OSHA and the American Red Cross—In Alliance to Save Lives

OSHA and the American Red Cross share a common goal—keeping American workers safe. In an Alliance signed between the two organizations in May 2005, the Red Cross and OSHA work together to provide information, guidance and access to training resources on safety and health topics including emergency preparedness, disease prevention and first aid in the workplace. For more information on the alliance between OSHA and the American Red Cross, visit [http://www.osha.gov/dcsp/alliances/red\\_cross/red\\_cross.html](http://www.osha.gov/dcsp/alliances/red_cross/red_cross.html).

## Executive Summary of OSHA Standards that Impact Workplace First Aid and Emergency Preparedness Programs

- Medical personnel must be available to employees for advice and consultation.
- A person or persons shall be adequately trained to render first aid in the absence of an infirmary, clinic or hospital in close proximity to the workplace that can be used for treatment of all injured employees. American Red Cross first aid courses are specifically referenced for meeting OSHA's "Guidelines for First Aid Programs."
- Eye wash and body wash facilities must be readily available if employees might be exposed to corrosive materials.
- First aid supplies must be available and accessible to employees in the event of an emergency. Guidelines on first aid kit contents are provided in CFR 1910.151 Appendix A.
- Bloodborne pathogens training and a written Exposure Control Plan are required for businesses with employees that have occupational exposure. See OSHA Standard 29 CFR 1910.1030 (a) to determine if your business must meet this standard.
- For those businesses required to have an Emergency Action Plan (see p.8), the plan must be in writing if the business employs ten or more workers. Additionally, employers must designate and train employees to assist in the evacuation of other employees in a safe and orderly fashion.

For more information on the standards in this brochure, including regulations pertaining to specific industries such as general industry, construction, longshoring and hazardous waste, see the OSHA Web site at [www.osha.gov](http://www.osha.gov).

# OSHA Best Practices for Workplace First-Aid Programs

## OSHA Releases Best Practices Guide: Fundamentals of a Workplace First-Aid Program

In May 2006, OSHA released a new document, "Best Practices Guide: Fundamentals of a Workplace First-Aid Program," which presents a summary of the basic elements of a first aid program at a workplace. Although the best practices guide is not one of the standards or regulations you'll learn about in other sections of this brochure, it is intended to be helpful to employers in providing a safe workplace. With the help of the American Red Cross, it's easy to develop, revise or implement a first aid program for your business that adheres to OSHA's recommendations.

Listed below are just a few of the guidelines presented by OSHA. You can read the full document online at <http://www.osha.gov/Publications/OSHA3317first-aid.pdf>.

OSHA Recommendation	American Red Cross Solution
<p>Instructor-led retraining for life-threatening emergencies should occur at least annually. Retraining for non-life-threatening response should occur periodically. OSHA also encourages skills review and practice sessions at least every six months.</p>	<p>Skills updates are an integral part of a successful first aid program. Studies show that skill retention begins to deteriorate in as little as six months after training in CPR/AED skills. The American Red Cross CPR/AED certification is recognized for one year because we realize how important annual recertification is in the retention of lifesaving skills. Plus, the new Red Cross First Aid/CPR/AED for the Workplace, Schools and the Community Instructor's Manual CD-ROM includes additional resources such as emergency scenarios to refresh employee training between yearly recertification.</p>
<p>Training programs should be up to date with current first aid techniques and knowledge. Outdated training and reference materials should be replaced or removed.</p>	<p>In March 2006, the Red Cross released a new First Aid/CPR/AED program, which is updated with the latest science for first aid, CPR and emergency cardiovascular care.</p>
<p>First aid training programs should have "hands-on" skills practice through use of manikins and partner practice.</p>	<p>Red Cross courses utilize both partner practice and skills practice on manikins. And our new "practice-while-you-watch" teaching method utilized in the new First Aid/CPR/AED program provides even more hands-on practice and individual guidance from the classroom instructor than before.</p>
<p>First Aid training programs should include instructor observation of acquired skills and written performance assessments.</p>	<p>American Red Cross certification is awarded only after participants pass a written exam and a hands-on skills test.</p>
<p>If an employee is expected to render first aid as part of job duties, the employee is covered by the Bloodborne Pathogen standard.</p>	<p>The American Red Cross Bloodborne Pathogens: Preventing Disease Transmission course meets the training component of OSHA's Bloodborne Pathogens standard. This two-hour course can easily be added to employee first aid and CPR/AED training, and content for the course is now included in the new First Aid/CPR/AED program Instructor's Manual and DVDs.</p>
<p>All worksites are potential candidates for AED programs because of the possibility of sudden cardiac arrest.</p>	<p>Your local Red Cross chapter can help facilitate the purchase of an AED for your workplace and train your employees in how to use it.</p>
<p>A workplace first aid program must comply with OSHA requirements related to first aid, and include first aid supplies and first aid equipment such as bandages.</p>	<p>The American Red Cross offers workplace first aid kits tailored to help you meet OSHA requirements, available for purchase through your local Red Cross chapter.</p>

*For more information, contact your local American Red Cross chapter or visit [www.redcross.org](http://www.redcross.org).*

# Interpreting and Complying with OSHA First Aid Standards

## Interpreting OSHA First Aid Standards

Interpreting and complying with OSHA First Aid Standards is critical both to your business operations and to the health and safety of your most valuable asset—your employees. OSHA Standard Number 29 CFR 1910.151, covering medical services and first aid, states the following:

- (a) The employer shall ensure the ready availability of medical personnel for advice and consultation on matters of plant health.
- (b) In the absence of an infirmary, clinic or hospital in near proximity to the workplace which is used for the treatment of all injured employees, a person or persons shall be adequately trained to render first aid. Adequate first aid supplies shall be readily available.
- (c) Where the eyes or body of any person may be exposed to injurious corrosive materials, suitable facilities for quick drenching or flushing of the eyes and body shall be provided within the work area for immediate emergency use.

Although OSHA's regulation does not set specific response time requirements for the term "near proximity," an interpretation of the standard states that **"In areas where accidents resulting in suffocation, severe bleeding, or other life-threatening injury or illness can reasonably be expected, a 3 to 4 minute response time, from time of injury to time of administering first aid, is required.** In other circumstances, i.e., where a life-threatening injury is an unlikely outcome of an accident, a 15 minute response time is acceptable." (OSHA Standards Interpretation and Compliance Letters, 11/19/1992). However, as an employer would not know in advance what type of injury will occur, a 3-4 minute (life-threatening) time frame is recommended for all emergencies (OSHA Standards Interpretation and Compliance Letters, 4/18/2002).

Remember that any employee could be a victim of sudden cardiac arrest where seconds can mean the difference between life and death. According to the National Fire Protection Association, the universally accepted EMS response time for urban areas is nearly 9 minutes, which is why providing training to employees who can respond within the first 3 to 4 minutes of a life-threatening emergency such as cardiac arrest is critical.



*OSHA Directive CPL 2-2.53 recommends that CPR training be a general element of a first aid program and that "retesting should occur every year."*

## Complying with OSHA First Aid Standards

In the event of an injury or sudden illness, a quick response is critical. Businesses should take the following steps to provide adequate first aid care for all employees:

1. In the absence of an infirmary, clinic, or hospital in close proximity to the workplace that can be used for treatment of all injured employees, the employer must ensure that a person or persons are adequately trained to render first aid. American Red Cross first aid courses meet OSHA's "Guidelines for First Aid Programs" (Directive Number CPL 2-2.53), and the guidelines specifically reference American Red Cross first aid training. The guidelines also recommend that CPR training be a general element of a first aid program and that "retesting should occur every year."
2. Determine response times of local ambulance services and be sure they are familiar with your facility's location and access routes. You should also contact medical facilities in your area to determine the level of care they can provide for employees, ranging from non-life-threatening injuries and illnesses to emergency cases.
3. First aid supplies must be available and accessible to employees in the event of an emergency. Supplies should be appropriate for the types of injuries that are most likely to occur at your worksite. According to the OSHA standard, an example of the minimum contents of a generic first aid kit is described in American National Standard (ANSI) Z308.1-1998 "Minimum Requirements for Workplace First Aid Kits." Additional guidance on first aid kit contents is provided in OSHA Standard 29 CFR 1910.151 Appendix A.

# Meet OSHA First Aid Guidelines with Red Cross Training

## Flexible Training Options

When it comes to training that helps you meet OSHA First Aid Standards, your employees deserve the American Red Cross. Red Cross programs have been updated with the latest science for first aid, CPR and emergency cardiovascular care, and feature a wealth of educational innovations designed to enhance the learning experience of your employees. With comprehensive, flexible programs, Red Cross training helps employees stay prepared for virtually any life-threatening situation. You can schedule training on site or at your local Red Cross chapter. Or send employees to “train-the-trainer” courses and prepare them to train the rest of your staff.

## Course Content

Combine the following course content to create the optimal training program for your business or organization. Training fits conveniently into a standard workday and combines lecture, interactive video demonstrations and hands-on training to teach participants lifesaving skills.

### First Aid

Participants learn first aid skills for treating a variety of injuries such as burns; wounds; head, neck and back injuries; and heat- and cold-related emergencies. Participants also learn to manage sudden illnesses, stroke, seizure, bites and poisoning.

### CPR-Adult

Participants learn how to perform CPR and care for breathing and cardiac emergencies in adults.

### CPR-Child and Infant

Participants learn how to prevent, recognize and provide basic care for breathing and cardiac emergencies in infants and children under the age of 12.

### AED-Adult and Child

AED training is available as an optional add-on to both adult CPR and child CPR training. Participants learn how to use an automated external defibrillator (AED) on adult victims of cardiac arrest or child victims of cardiac arrest between the ages of 1 and 8.



*Laminated skill cards feature color photos and easy-to-follow instructions for performing a variety of first aid and CPR skills. They also serve as excellent refresher tools after training is complete.*

## Course Options

### Standard First Aid with CPR/AED-Adult (6½ hours)

Our most comprehensive training course for employees, this session provides training in first aid, adult CPR and AED skills.

### Standard First Aid with CPR-Adult (5½ hours)

This course provides first aid and adult CPR training and explains the role of AEDs in emergency cardiac care.

### First Aid (3¾ hours)

Participants learn first aid skills for treating a variety of injuries and sudden illnesses.

### CPR/AED-Adult (4½ hours)

Participants learn adult CPR and AED skills to respond to breathing and cardiac emergencies.

### CPR-Adult (3½ hours)

For employees who need adult CPR training only, this course also reviews the role of AEDs in emergency cardiac care.

### CPR-Child and Infant (4¼ hours)

Ideal for teachers and daycare workers, this course prepares participants to respond to breathing and cardiac emergencies in infants and children up to 12 years old. Child AED training may also be added.



*For more information, contact your local American Red Cross chapter or visit [www.redcross.org](http://www.redcross.org).*

# Red Cross Kits Ensure that First Aid Supplies are Readily Available

OSHA Standard 1910.151 (b) requires that adequate first aid supplies be readily available. Appendix A of the standard goes on to explain that an example of the minimal contents of a generic first aid kit is described in American National Standard (ANSI) Z308.1-1998 "Minimum Requirements for Workplace First-aid Kits."

## Workplace First Aid Cabinet

The American Red Cross Workplace First Aid Cabinet can help you meet OSHA's standard for first aid kits in the workplace.



The cabinet features —

- A fully stocked, wall-mountable first aid cabinet that meets all requirements for first aid established by OSHA and ANSI.
- A design that allows for neat, always organized, easy-to-find first aid supplies.
- Cost effective SmartTab™ ezRefills system that makes it easy to reorder supplies.

The revolutionary SmartTab™ ezRefills system addresses the crucial challenge of first aid preparedness in the workplace—depleted and disorganized first aid supplies that fail to meet OSHA compliance.

- SmartTab™ ezRefills system indicators tells you when it is time to reorder.
- Proprietary “snap in” refill packs for each component keeps contents organized.
- Refill ordering is simple — orders may be placed online, by phone, fax or mail.
- Easy to use, easy to manage — order history is tracked online and viewable to the customer.
- Regulatory changes that impact first aid requirements in your workplace are constantly monitored to continue consistent maintenance of OSHA compliance.

The Workplace First Aid Cabinet offers a high-value, low-cost first aid solution for your business that can reduce overall first aid cost and maintenance time, as well as help you meet OSHA requirements.

## Contents:

Item	1001	1301	Description	Quantity
3000	1		1-1/2" x 1-1/2" Patch Bandage	(10) Bandages
3004	1		3/4" x 3" Bandage	(25) Bandages
3001	1		1" x 3" Fabric Bandage	(25) Bandages
3006	1	1	Fingertip Fabric Bandage	(10) Bandages
3008	1	1	Knuckle Fabric Bandage	(10) Bandages
3010		2	1" x 3" Visible Blue Bandage	(25) Bandages
3030		1	Knuckle Visible Blue Bandage	(20) Bandages
3040		1	Fingertip Visible Blue Bandage	(20) Bandages
5000	1	1	2" x 2" Gauze Pads	(5) – Packs of 2
5005	1	1	3" x 3" Gauze Pads	(5) – Packs of 2
5002	1	1	2" Gauze Roll Bandage	(1) – 2" Roll
5006	1	1	3" Gauze Roll Bandage	(1) – 3" Roll
3009	1	1	Elastic Wrap Bandage	(1) – 2" x 5 yd. Bandage
6007	1	1	40" Triangular Sling/Bandage	(1) Bandage
5012	1	1	5" x 9" Trauma Pad	(1) Pad
5010	1		Butterfly Wound Closure	(10) Bandages
4001	1	1	Alcohol Cleansing Pad	(20) Pads
4002	2	2	Antiseptic Cleansing Wipe	(10) Wipes
7011	1	1	First Aid/Burn Cream	(10) Packs
7021	1	1	First Aid Antibiotic Ointment	(10) Packs
7006		1	Burn Relief Gel	(6) 3.5 gm. Packs
6011		1	Eye Wash	(1) 1 oz. Bottle
4004	1		Castile Soap Towelette	(10) Towelettes
6013	1	1	Moleskin	(10) – 2" Squares
6015	1		CPR Face Shield and Vinyl Gloves	(1) Shield, (1) Pair Gloves
6018	1	1	Vinyl Gloves	(2) Pairs
6000	1	1	First Aid Tape	(1) – 1/2" x 10 yd. Roll
6040	1		Cloth First Aid Tape	(1) – 1" x 5 yd. Roll
6050		1	Bandage Protectant/Finger Cot	(50) Cots
6004	1	1	Nickel Plated Scissors	(1) 4-1/2" Scissor
6019	1	1	Stainless Steel Tweezer, Slanted	(1) 3" Tweezer
6023	1	1	First Aid Guide	(1) Guidebook

# Bloodborne Pathogens: Preventing Disease Transmission



*Employers that are required by OSHA to have a written Exposure Control Plan are also required to provide training to all employees with occupational exposure on an annual basis.*

## Complying with OSHA's Bloodborne Pathogens Standard

To determine whether your business is impacted by the bloodborne pathogens standard, which applies to "all occupational exposure to blood or other potentially infectious materials," see OSHA Standard 29 CFR 1910.1030(a). According to the Standard, "occupational exposure" is defined as "reasonably anticipated skin, eye, mucous membrane, or parenteral contact with blood or other potentially infectious materials that may result from the performance of an employee's duties," [see 1910.1030(b)]. The requirements for exposure determinations are set forth in 1910.1030(c)(2). Each employer having an employee(s) with occupational exposure as defined by paragraph (b) of this section shall establish a written Exposure Control Plan designed to eliminate or minimize employee exposure.

Employers that are required to have a written Exposure Control Plan are also required to provide training to all employees with occupational exposure on an annual basis at no cost to the employee and during working hours.

According to OSHA Standard 29 CFR 1910.1030(g), the training program shall contain at a minimum the following elements:

- An accessible copy of the regulatory text of this standard and an explanation of its contents
- A general explanation of the epidemiology and symptoms of bloodborne diseases
- An explanation of the modes of transmission of bloodborne pathogens
- An explanation of the employer's exposure control plan and the means by which the employee can obtain a copy of the written plan

- An explanation of the appropriate methods for recognizing tasks and other activities that may involve exposure to blood and other potentially infectious materials
- An explanation of the use and limitations of methods that will prevent or reduce exposure including appropriate engineering controls, work practices, and personal protective equipment
- Information on the types, proper use, location, removal, handling, decontamination and disposal of personal protective equipment
- An explanation of the basis for selection of personal protective equipment
- Information on the hepatitis B vaccine, including information on its efficacy, safety, method of administration, the benefits of being vaccinated, and that the vaccine and vaccination will be offered free of charge
- Information on the appropriate actions to take and persons to contact in an emergency involving blood or other potentially infectious materials
- An explanation of the procedure to follow if an exposure incident occurs, including the method of reporting the incident and the medical follow-up that will be made available
- Information on the post-exposure evaluation and follow-up that the employer is required to provide for the employee following an exposure incident
- An explanation of the signs and labels and/or color coding required by 1910.1030 (g) (1)
- An opportunity for interactive questions and answers with the person conducting the training session



## The Red Cross Can Help You Meet OSHA's Bloodborne Pathogens Standard

Led by certified Red Cross instructors, Bloodborne Pathogens Training helps your organization comply with the training component of OSHA's Bloodborne Pathogens Standard. In about two hours, employees learn vital information about managing a potential exposure to an infectious disease in the workplace, including:

- How bloodborne pathogens are spread
- How to prevent exposures
- What to do if exposed to infectious materials

Our modular training format allows you to add our Bloodborne Pathogens course to your CPR and first aid training for one complete day of training. And our flexible delivery options allow you to get training at the location and time that works best for you.

# Emergency Preparedness and Disaster Planning

## No Business Should Risk Operating Without a Disaster Plan

While reports vary, as many as 40 percent of small businesses do not reopen after a major disaster like a flood, tornado or earthquake. These shuttered businesses were unprepared for a disaster; they had no plan or backup systems.

When you start to develop your disaster plan, consider three subjects: human resources, physical resources and business continuity. Think about how a disaster could affect your employees, customers and workplace. Think about how you could continue doing business if the area around your facility is closed or streets are impassable. Think about what you would need to serve your customers even if your facility is closed.

OSHA regulations regarding emergency planning vary depending on industry type and facility size, so for specific requirements, visit the OSHA Web site at [www.osha.gov](http://www.osha.gov) or contact your local OSHA office. For those employers required to have an emergency action plan under the Code of Federal Regulations, Title 29, Part 1910, OSHA General Industry Standard, Section 1910.38(b) states the following:

*“An emergency action plan must be in writing, kept in the workplace, and available to employees for review. However, an employer with 10 or fewer employees may communicate the plan orally to employees.”*



***An employer must designate and train employees to assist in a safe and orderly evacuation of other employees in the event of an emergency.***

Section 1910.38(b) goes on to outline the following minimum elements of an emergency action plan:

- Procedures for reporting a fire or other emergency
- Procedures for emergency evacuation, including type of evacuation and exit route assignments
- Procedures to be followed by employees who remain to operate critical plant operations before they evacuate
- Procedures to account for all employees after evacuation
- Procedures to be followed by employees performing rescue or medical duties
- The name or job title of every employee who may be contacted by employees who need more information about the plan or an explanation of their duties under the plan

Furthermore, an employer must designate and train employees to assist in a safe and orderly evacuation of other employees. The plan should be updated at least annually and revisions should be communicated to employees as needed.

## Learn How to Protect Your Business Operations with the Red Cross Guide to Business Continuity Planning CD-ROM



No doubt your business has insurance in place to protect against disasters. But insurance won't cover the cost of lost customers due to service interruptions. Whether your organization is large or small, a

solid plan is a necessity to survive all levels of business interruption. The Red Cross Guide to Business Continuity Planning CD-ROM includes nine modules:

- Introduction
- Defining goals, identifying processes and procedures, developing a plan
- Project management
- Facility documentation
- Business impact analysis
- Business continuity alternatives
- Emergency response
- Plan exercise and evaluation
- Plan implementation and maintenance

The CD-ROM uses a proven methodology, clearly explained, that helps organizations create basic, effective business continuity plans.

# Start Building Your Disaster Plan Now

## Here are some suggestions you may want to consider:

- ✓ Keep phone lists of your key employees and customers with you, and provide copies to key staff members.
- ✓ If you have a voice mail system at your office, designate one remote number on which you can record messages for employees. Provide the number to all employees.
- ✓ Arrange for programmable call forwarding for your main business line(s). Then, if you can't get to the office, you can call in and reprogram the phones to ring elsewhere.
- ✓ If you may not be able to get to your business quickly after an emergency, leave keys and alarm code(s) with a trusted employee or friend who is closer.
- ✓ Install emergency lights that turn on when the power goes out. They are inexpensive and widely available at building supply retailers.
- ✓ Back up computer data frequently throughout the business day. Keep a backup tape off site.
- ✓ Use UL-listed surge protectors and battery backup systems. They will add protection for sensitive equipment and help prevent a computer crash if the power goes out.
- ✓ Purchase a NOAA Weather Radio with a tone alert feature. Keep it on and when the warning signal sounds, listen for information about possible severe weather and protective actions to take.
- ✓ Stock a minimum supply of the goods, materials and equipment you would need for business continuity.
- ✓ Consult with your insurance agent about special precautions to take for disasters that may directly impact your business. Remember, most policies do not cover earthquake and flood damage. Protect valuable property and equipment with special riders. Discuss business continuity insurance with your agent.
- ✓ Keep emergency supplies handy, including:
  - Flashlights with extra batteries
  - First aid kit
  - Tools
  - Food and water for employees and customers to use during a period of unexpected confinement at your business, such as if a tanker truck over-turned nearby and authorities told everyone in the area to stay put for an extended period



**American  
Red Cross**

# Are Your Employees Ready for an Emergency?

Everyone in your facility should know how to prepare for a disaster and what to do if a disaster occurs. Designate one employee from each work shift to be the safety coordinator. This person will make all decisions relating to employee and customer safety and to the safety of the business itself. Safety coordinators should know how to contact the owner or operator at all times.

According to the Federal Emergency Management Agency (FEMA) Guide to Business Continuity Planning, everyone who works at or visits your facility requires some form of training. This could include periodic employee discussion sessions to review procedures, technical training in equipment use for emergency responders, evacuation drills and full-scale exercises.



FEMA's guide outlines that general training for all employees should address:

- Individual roles and responsibilities
- Information about threats, hazards and protective actions
- Notification, warning and communications procedures
- Means for locating family members in an emergency
- Emergency response procedures
- Evacuation, shelter and accountability procedures
- Location and use of common emergency equipment
- Emergency shutdown procedures

Get a copy of FEMA's Emergency Management Guide for Business and Industry from your Red Cross chapter or visit [www.fema.gov/pdf/library/bizindst.pdf](http://www.fema.gov/pdf/library/bizindst.pdf). Your Red Cross chapter can also provide you with specific information about how to stay safe in a tornado, earthquake, fire, flood, hurricane or other hazard. Additional preparedness information is available on the Red Cross Web site at [www.redcross.org](http://www.redcross.org).

## Prepare Employees with the Three Basic Steps to Manage Emergency Situations— • Get a Kit • Make a Plan • Be Informed



With today's troubling headlines, employees are more concerned than ever about their well-being—and their ability to react quickly and appropriately in an emergency. That's why the American Red Cross has developed the new Be Red Cross Ready program, which teaches the proactive steps that employees can take to prepare for an emergency: Get a Kit, Make a Plan, Be Informed.

As part of this program, the Red Cross has developed a 90-minute First Aid and Preparedness presentation, which is ideal for any employee who wants to learn lifesaving skills, but does not want or need to receive the certification awarded by the Red Cross First Aid/CPR/AED program. This presentation has been streamlined to fit into busy work schedules, but is still packed with key information that helps employees stay prepared with valuable lifesaving skills. It's also a great employee benefit that gives workers information that can be applied on the job—and at home with their families

### Topics Include:

- 3 Actions—Get a Kit, Make a Plan, Be Informed
- Bleeding
- Shock
- Muscle and Joint Injuries
- Burns
- Warning Signs of Heart Attack, Stroke and Cardiac Arrest

Any employee who maintains a current First Aid and CPR certification can teach this presentation, so training is easy and convenient.

Participants receive a First Aid and Preparedness booklet or the First Aid and Emergency Preparedness Quick Reference Guide, which is filled with step-by-step instructions for responding to first aid and disaster-related emergencies. This durable, color-coded guide is designed to supplement the 90-minute First Aid and Preparedness presentation, but is also ideal as a reference tool for employees for use in an actual emergency. Contents include instructions for responding to a variety of emergencies, from heart attacks to insect stings to natural disasters.

# Build an Emergency Supplies Kit—We'll Get You Started

Building an emergency preparedness kit is an important part of disaster planning. Stock a minimum supply of the goods, materials and equipment you would need for business continuity. Keep emergency preparedness kits handy, including a flashlights with extra batteries, a first aid kit and tools you might need in the event of an emergency. You should also stock food and water for employees and customers to use during a period of unexpected confinement at your business, such as if an incident occurred nearby and authorities told everyone in the area to stay put for an extended period.

Your local Red Cross chapter has a variety of emergency preparedness kits to help you get started.

## Emergency Preparedness Kits (Adult, 3-day)

Emergencies can strike at any time. Prepare yourself for the worst with our Emergency Preparedness Kit. The kit is packed with useful items to aid an adult for 3 days during the event of an emergency. Kit includes survival type items such as food bars, water and blanket as well as a first aid kit. All of this is packed in a heavy duty and portable 420 Denier nylon red backpack (11" x 17" x 5"). A Deluxe Emergency Preparedness Kit is also available.



### Contents:

- 1 Battery Powered Flashlight\*
- 1 Battery Powered Radio\*
- 1 Emergency Blanket
- 1 Emergency Preparedness Info Card
- Food Bars (4,800 calories)
- 1 Pair of Work Gloves
- 3 Light Sticks (12 hour)
- 6 Moist Towelettes
- 1 Breathing Mask (NIOSH-N95)
- Plastic Sheeting (10'x10')
- 1 Rain Poncho
- 1 Personal First Aid Kit
- 1 Roll of Duct Tape
- Water (2 quarts)
- 1 Water Container (2.5 gallon)
- 1 Whistle
- First Aid/Preparedness Instruction Booklet

\*Batteries Included

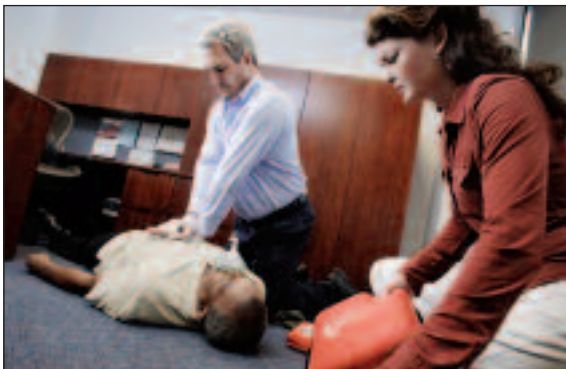


For more information, contact your local American Red Cross chapter or visit [www.redcross.org](http://www.redcross.org).

# In Every City, In Every Community, the Red Cross is There Because You Are

Each year, victims of some 70,000 disasters turn to the Red Cross for help. Through nearly 800 locally supported chapters, more than 15 million people gain the skills they need to prepare for and respond to emergencies in their workplaces, homes, schools and communities. Some 4 million people give blood—the gift of life—through the Red Cross, making it the largest supplier of blood and blood products in the United States. The Red Cross helps thousands of U.S. service members separated from their families by military duty stay connected. As part of the International Red Cross and Red Crescent Movement, a global network of 181 national societies, the Red Cross helps restore hope and dignity to the world's most vulnerable people.

American Red Cross training—such as first aid and CPR/AED—helps everyday people save lives. Through your participation in our health and safety programs, you enable the Red Cross to provide lifesaving programs and services within our community. We truly value your support!



Discover more ways to give your employees the skills they need to save lives and create a safer workplace. For more information, contact your local American Red Cross chapter or visit [www.redcross.org](http://www.redcross.org). Order products through your local chapter, by visiting [www.ShopStayWell.com](http://www.ShopStayWell.com) or by calling (800) 667-2968.

