

Workplace Emergency Preparedness Seminar



Trained. Empowered. Prepared.



Today's Speakers



- Wendy Leedy, National Account Network Associate, Preparedness and Health and Safety Services, American Red Cross
- Darlene Sparks Washington, D.P.M., Director for Preparedness and Team Lead for Influenza Pandemic Planning, American Red Cross
- Martha Chapin, Senior Associate, Preparedness and Health and Safety Services, American Red Cross

Is Your Business Prepared...



For a workplace injury?

- Burns, cuts
- Broken bones
- Heart attacks
- Choking



Is Your Business Prepared...



For a natural disaster?

- Hurricanes
- Floods
- Tornadoes
- Blizzards
- Earthquakes



Is Your Business Prepared...



For a loss of services?

- Blackouts
- Gas leaks
- Telephone outages

Is Your Business Prepared...



The American Red Cross Can Help!

Our Mission: The American Red Cross, a humanitarian organization led by volunteers and guided by its Congressional Charter and the Fundamental Principles of the International Red Cross Movement, will provide relief to victims of disaster and **help people prevent, prepare for and respond to emergencies.**



Today's Agenda



- OSHA Standards and Best Practices
 - First Aid, CPR and AEDs
- American Red Cross Resources to Help You Develop a Workplace Preparedness Program
- How to Start Developing Your Own Plan



In Alliance to Save Lives - OSHA and American Red Cross



OSHA Compliance



Is My Workplace Impacted by OSHA? Yes!

- In 1970, Congress passed the Occupational Safety and Health Act (OSH Act) to assure safe and healthy working conditions for workers
- The OSH Act covers all employees, except workers who are self-employed and public employees in state and local governments

The True Cost of Emergencies



2006 Department of Labor statistics:

- 5,703 people died from workplace injuries
- 4.2 million workers suffered non-fatal injuries or illnesses

Impact on employers:

- Illness and injuries cost U.S. businesses more than \$125 billion per year
- One in four businesses do not reopen after a major disaster such as a flood, tornado or earthquake

Health and Safety Training ROI



OSHA cites several studies that have shown a **\$4 to \$6 return** for every dollar invested in health and safety, with improvements in costs associated with absenteeism, Workers' Compensation claims and productivity.

OSHA First Aid Standard



OSHA Standard Number 29 CFR 1910.151:

- a. “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. . . A person(s) shall be adequately trained to render first aid. Adequate first aid supplies shall be 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”

Defining Near Proximity



OSHA Letter of Interpretation states:

“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*).

Defining Near Proximity



More recent Letter of Interpretation (4/18/2002):

“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.”

Defining Near Proximity



“But, I’m right across the street from the Fire Dept....”

- Recognize emergency 30 sec
- Get to a telephone 30 sec
- Call 9-1-1, give info 45 sec
- 9-1-1 dispatches info 15 sec
- EMS receives info, gets vehicle 30 sec
- Travel time 1 min
- EMS arrives, unloads/gets gear 1 min
- EMS evaluates person 30 sec
- **Total response time: 5 minutes**
- **Total response time w/out travel: 4 minutes**

Note: Data from EMS in Flint, MI



OSHA First Aid Best Practices



Recommendations for First Aid/CPR training:

- Instructor-led retraining for life-threatening emergencies should occur at least annually
- Retraining for non-life-threatening response should occur periodically
- Skills review and practice sessions should occur at least every six months

OSHA Info on First Aid Supplies



- First aid supplies must be adequate and readily available, but there is no OSHA requirement regarding the types of supplies you must have
- Minimal requirements: ANSI Z308.1
- Contents should reflect workplace hazards
- Individual responsible for maintaining
- Periodically reassess

OSHA AED Best Practices



OSHA recommends AEDs in the workplace:

- Survival rates are impacted by response time
- All worksites are candidates for AED programs
- AED programs should be comprehensive and include:
 - Physician oversight
 - Compliance with local, state and federal laws
 - Adequate training
 - Quality assurance program



American Red Cross Solutions



How the Red Cross Can Help



American Red Cross training can help your business meet OSHA's Standards and Best Practices recommendations for:

- First Aid/CPR/AED Training
- Bloodborne Pathogens
- Emergency Preparedness

How the Red Cross Can Help



The Red Cross offers a wide range of training options:

- CPR/AED (lay responder and professional rescuer)
- First Aid
- Bloodborne Pathogens Training
- Administering Emergency Oxygen
- Epinephrine Auto-Injector/Asthma Inhaler Training
- Emergency/Disaster Preparedness

First Aid/CPR/AED Program



First Aid/CPR/AED program:

- Includes the latest science for first aid, CPR and emergency cardiovascular care
- Features a wealth of educational innovations designed to enhance the learning experience of employees
- ***Meets all OSHA Standards and Best Practices for First Aid Training***

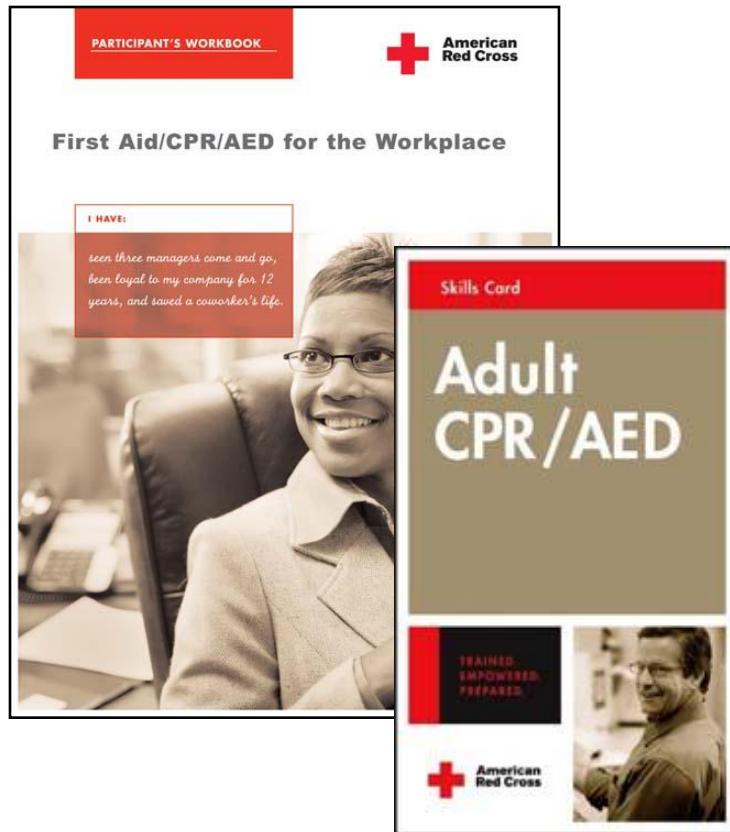
First Aid/CPR/AED Program



Customize training to your audience:

- The First Aid/CPR/AED training products such as DVDs and participant materials are tailored for a workplace or school/community environment
- Modular program design allows you to select only the training your employees need
- Training available in English and Spanish

First Aid/CPR/AED Program



Participant materials:

- Feature easy-to-read instructions and full-color photographs that present complex skills in a step-by-step manner
- Serve as excellent refresher and reference tools after training



Outstanding Instructor Resources



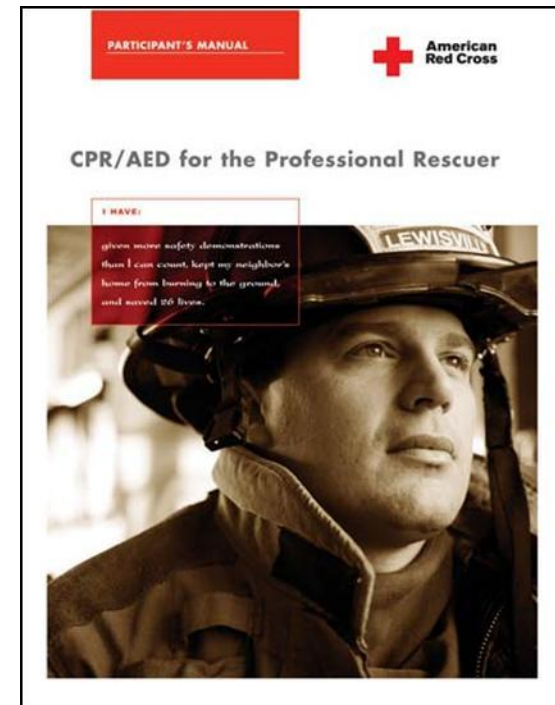
Instructor's CD-ROM includes:

- Instructor outlines and administrative resources
- ***Training scenarios that allow you to conduct periodic refresher training between yearly recertification***
- ***Disaster preparedness information***
- Content necessary to teach Bloodborne Pathogens: Preventing Disease Transmission

CPR/AED for the Professional Rescuer



- Designed for individuals with a duty to respond, such as workplace emergency response teams and healthcare providers
- Professional-rescuer level adult, child and infant CPR
- Use of an AED on adults and children



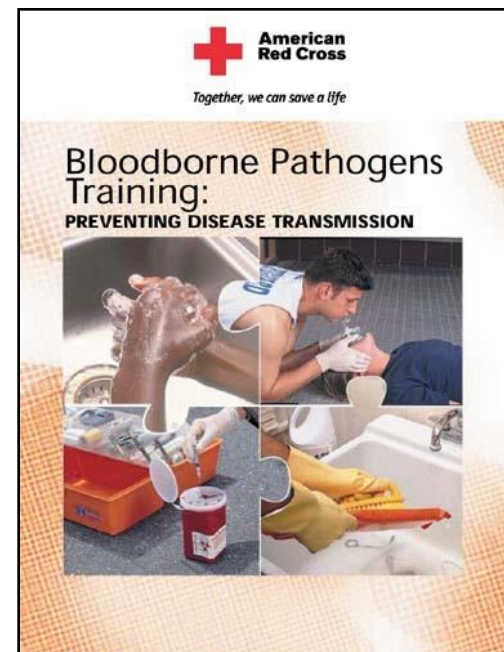
Bloodborne Pathogens Training



Bloodborne Pathogens: Preventing Disease Transmission

Two-hour course complies with the training component of OSHA's Bloodborne Pathogens Standard and gives employees vital information to manage a potential exposure to an infectious disease, including:

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



Additional Resources



The Red Cross can help you develop a workplace AED program.

- Training employees
- Facilitating an AED purchase
- Reviewing emergency procedures



Where to Start?

Workplace Emergency and Disaster Preparedness Planning

State of Small Business Preparedness



- 94% of owners believe disaster potential to seriously disrupt their business within the next two years
- 43% feel prepared for a one week disruption of their business
- 25% plan on taking steps to prepare their businesses for disaster
- 41% have taken preparedness steps based on the type of disasters common to the business location
- 55% have communicated with employees about their roles before and during a disaster



Disaster Vulnerability Analysis



Conducting a disaster vulnerability analysis

- Know your region and disaster-specific risks
- Assess facility capacity to resist damage
- Assess employee capacity to respond at work and at home
- Identify external response resources

Business Preparedness Indicators



- Establish a planning team
- Conduct disaster vulnerability analysis
- Develop an emergency response plan
- Implement your emergency response plan
- Take part in community preparedness

Choosing a Planning Team



- Assign one person to lead
- Look for individuals with experience to commit to the project
- Reflect business operations, requirements and resources
- Include cross-section of workers, including workers with disabilities

Emergency Response Plan



Developing an emergency response plan

- Increase employee preparedness
- Establish emergency response procedures
- Develop a Continuity of Operations Plan (COOP)
- Secure important records and documents

Emergency Response Plan



Implementing your Emergency Response Plan

- Educate employees on preparedness in the workplace and home
- Train and maintain a first aid team
- Conduct regular evacuation, shelter-in-place, and COOP activation drills
- Acquire and maintain related supplies and equipment (kits, AEDs, etc)

Community Preparedness Role



When businesses prepare—employees' families are better prepared

- Host blood drives
- Support local response efforts
- Adopt a school or other community group
- Provide scholarships for Red Cross training



Red Cross Solutions

Workplace Emergency and Disaster Preparedness Planning

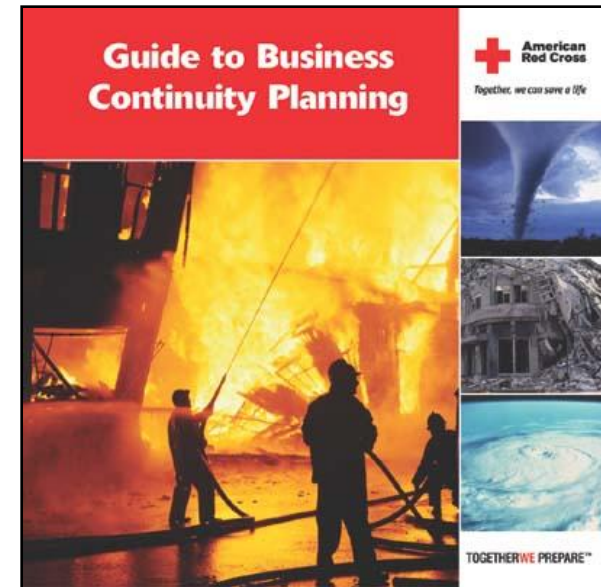


Business Continuity



Guide to Business Continuity Planning

- 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



Be Red Cross Ready



1. Get a Kit

- Disaster/Emergency Preparedness Kit
- First Aid Kit

2. Make a Plan

- Family Communications Plan
- Family Evacuation and Escape Plans
- Family Meeting Places

3. Be Informed

- Know how local authorities will communicate
- Get Information (First aid, CPR, AED, Bloodborne Pathogens, Emergency Preparedness, Pandemic Flu)



Preparedness and First Aid Kits



Workplaces should have supplies in two types of kits on site – emergency preparedness kits and first aid kits

All kits should:

- Be easily accessible and mobile (first aid kits should be near your AEDs)
- Be checked every six months and items past their expiration date should be replaced
- Include a quick reference guide

Preparedness and First Aid Kits



Preparedness Kit supplies:

- Food and water
- Flashlights
- Radio (battery or crank)
- Extra batteries
- First aid kits
- Blankets
- Whistles

First Aid Kit supplies:

- Bandages
- Triple-antibiotic ointment
- Non-latex gloves
- Instant cold compress
- antiseptic wipes
- And more



Get a Kit



A variety of First Aid and Emergency Preparedness Kits are available through your local Red Cross chapter. Our first aid kits will help you meet OSHA's requirement for having readily available and accessible first aid supplies.

Or, you can build your own kits by downloading a list of needed supplies from www.redcross.org.



Education and Training



Training for all levels and audiences:

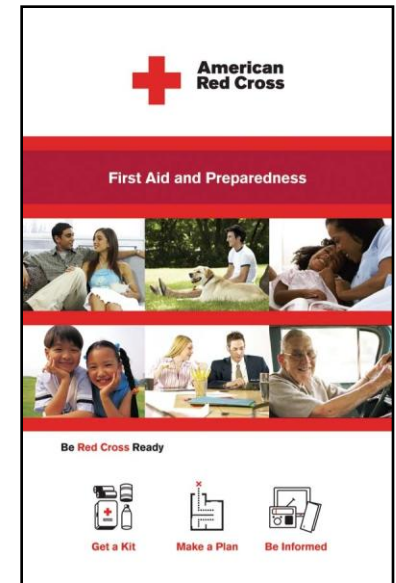
1. Basic first aid and emergency preparedness for all employees (non-certified)
2. Lay responder courses to meet OSHA requirements
3. Advanced training for first responders
4. Disaster-specific preparedness education

Education and Training



First Aid and Preparedness

- 90-minute interactive presentation that provides employees with basic first aid and disaster preparedness information
- Designed for employees who want to learn lifesaving skills, but don't need to receive certification
- Any employee who has a current first aid and CPR certificate can teach this course to other employees



Education and Training



Pandemic Flu

This Leader's Toolkit includes the resources needed to implement a one-hour educational presentation on preparing for Pandemic Flu and steps to take to prevent the spread of flu. The toolkit includes a:

- Leader's Guide
- DVD
- CD-ROM
- Family Preparedness Guide





Working with the Red Cross



Get Trained



Flexible delivery methods:

- Full Service – available 24/7 at your location
- Authorized Provider – train-the-trainer
- Community Classes – at a chapter location
- Blended Learning – online and instructor-led skill session

You can **mix and match** these as needed

Get Trained



Become a Red Cross Instructor:

- Become an American Red Cross instructor and deliver lifesaving health and safety training under the most recognized and trusted symbol in the world
- The Red Cross has been leading the way in health and safety training for more than 95 years, and has the most respected instructor training system and highest quality participant and instructor materials today



Resources for Instructors



**American
Red Cross**

INSTRUCTOR'S CORNER

user name password

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INSTRUCTOR NEWS CENTER

03/13/2007 Poison Prevention Week is March 18 - 24, 2007.

03/09/2007 The Sport Safety Training Interim Solution is almost ready.

03/02/2007 Review the Winter 2007 Edition of Instructor Flash.

02/27/2007
AED Training Device Multi-packs on Temporary Backorder



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Instructor's Corner Update

June 2007

Emergency Preparedness Information is Just a Click Away with the New Online Be Red Cross Ready Presentation

A new online presentation is now available at www.redcross.org/beredcrossready to help prepare individuals for emergencies at home, at work and in their communities. The presentation includes sound narration throughout, as well as streaming video of key first aid skills, including conscious choking and CPR. Visitors to the site can also download an emergency preparedness kit shopping list and key steps in making an emergency plan.

[»Read More](#)

Are you Receiving SafetyNet?

Staying safe is no accident—it takes a strong commitment and health and safety education you can trust. With help from **SafetyNET**—the quarterly health and safety newsletter from your American Red Cross—you can learn valuable tips for staying safe at home and at work. **SafetyNET** is a great way to supplement your safety training and prevent accidents, injuries and illnesses. The **SafetyNET** newsletter is **FREE!** It's our way of thanking you for your commitment to safety. To register, visit www.redcross.org/safetynet.

[»Read More](#)

Lifeguarding Instructor Requirement: New Lifeguard

Local Chapter Information

The American Red Cross May Be Coming to a Trade Show in Your Area!

Visit the [American Red Cross Instructor's Corner](#) and click on the link "Upcoming Events." This will take you to an Events Calendar where you can view upcoming trade shows where the American Red Cross is exhibiting. Please visit the Red Cross booth if you are planning to attend any of these shows!

Product Spotlight

View the Recent Lifeguarding Webcast on Demand

If you missed the recent Webcast on how to effectively and easily implement the recently released American Red Cross Lifeguarding program, it's not too late! You can still view the Webcast on [demand](#).

National Account Network



National Account Network

- Provide standardized training for companies with more than 10 locations or operations in different states
- Coordinate training, billing and record keeping through one point of contact with the Red Cross for locations in the U.S. and Canada
- Customized administrative support to meet your organization's unique needs



Make Planning a Priority



“A commitment to (emergency) planning today will help support employees, customers, the community, the local economy and even the country. It also protects your business investment and gives your company a better chance for survival.”

*From the “Ready Business” Web Site
U.S. Department of Homeland Security*



Questions?



For more information:

- **Contact your local Red Cross chapter or visit www.redcross.org**
- **To order emergency preparedness supplies visit www.redcross.org/store**
- **To order training materials contact your local chapter, visit www.ShopStayWell.com or call (800) 667-2968**

