	First Aid & Medical Treatment				
Control number:	HSE-P-13	Revision date:	8/15/2024	Rev #:	0
Approved by:	Derrick Landry	Revised by:	Madison Myers	MOC#:	N/A

PURPOSE


The purpose of this program is to establish Peak NDT Solutions's Medical Treatment Plan for all work-related employee injuries including onsite first-aids, professional medical treatment cases and emergencies.

1.0 GENERAL

- A. Peak NDT Solutions will fund on an annual and recurrent basis all costs associated with the accredited training of Company personnel.
- B. The HSE Manager will be responsible for arranging and/or providing accredited first aid training delivered to Company employees and ensuring First-Aid supplies are easily accessible when required.
- C. The HSE Manager will work together with Peak NDT Solutions Management Team to manage occupational injuries and illnesses and conduct investigations into their causes and preventions.
- D. In the absence of an infirmary, clinic, hospital, or physician, Peak NDT Solutions shall ensure that someone with a valid certificate in first-aid shall be available at the worksite to render first aid within reasonably time and distance to injured employees. A valid certificate in first-aid training must be obtained from the U.S. Bureau of Mines, the American Red Cross, Medic First-Aid or equivalent training that can be verified by documentary evidence.

2.0 CLASSIFICATION OF INJURIES

- A. Lost Workday Case (LWC) – Any work-related injury or illness, which prevents the employee from reporting to work on any subsequent scheduled workday.
- B. Restricted Workday Case (RWC) – Any work-related injury or illness, which prohibits the employee from performing one or more parts of those functions essential to his/her position, for any subsequent shift.
- C. Medical Treatment Case (MTC) – Any work-related injury or illness, which requires treatment by a physician or by a registered professional under the standing orders of a physician.

	First Aid & Medical Treatment				
Control number:	HSE-P-13	Revision date:	8/15/2024	Rev #:	0
Approved by:	Derrick Landry	Revised by:	Madison Myers	MOC#:	N/A

- D. Peak NDT Solutions reserves the right to withhold immediate classification of reported injuries whereas information obtained during an investigation and supported by the physician's medical opinion raises issues regarding the alleged injury. However, Peak NDT Solutions will not refuse medical treatment to any employee who requests it.

3.0 FIRST AID

- A. The role of Company first aid providers includes, but may not be limited to, the following:

1. Provide assistance for the emergency treatment of injuries or illness to a level that is consistent with training and competence;
2. Assist in the referral of casualties to medical aid as required;
3. Monitor and consult with the HSE Manager regarding the usage of the first aid supplies;
4. Ensure adequate first-aid supplies are available & easily accessible when needed and consist of appropriate items which will be adequate for the environment in which they are used. First-Aid providers shall periodically reassess the demand for supplies and adjust their inventories. For construction operations, first aid kits shall be checked before being sent out to each job and at least weekly; and
5. Appropriately dispose of waste materials and assist with the completion of injury reports.

- B. Peak NDT Solutions will provide first aid kits on all temporary job site locations in each Company vehicle and/or trailer. Its use should be limited to the treatment of "first aid" cases. First aid kits shall consist of appropriate items which will be adequate for the environment in which they are used. For construction operations, items shall be stored in a weather proof container with individual sealed packages of each type of item. At a minimum, first aid kits shall consist of the following items and stored in a weatherproof container with individual sealed packages:

- Sterile gauze pads (both 2"x2" and 4"x4")
- Sterile first aid bandages
- Sterile butterfly bandages
- Sterile eye wash solution



First Aid & Medical Treatment


Control number:	HSE-P-13	Revision date:	8/15/2024	Rev #:	0
Approved by:	Derrick Landry	Revised by:	Madison Myers	MOC#:	N/A

- Sterile burn solution
- Sterile elastic bandage
- Sterile knuckle bandages
- Pain reliever
- Sterile swabs
- Sterile wound cleanser
- Disposable latex gloves
- Disposable face shield
- Adhesive tape
- Scissors
- Antibiotic ointment

C. First aid kit contents are to be checked periodically by either the job Supervisor or last person to use it, to report items, which need to be replaced. At a minimum, first aid kit contents are to be checked at least once monthly. First aid kits in Company vehicles will be inspected and documented at a minimum during monthly vehicle inspections by person assigned to vehicle. Shop first aid kits will be inspected and documented on shop monthly inspection forms by the shop foreman. First aid boxes shall be located so that they are easily accessible to any employee who wishes to access it. Such will be to ensure that at a minimum:

1. Emergency names and contact telephone numbers are provided on or near the boxes;
2. The name and telephone number of the nearest medical treatment facility is on or near the boxes;
3. Instructions for emergency treatment of injuries are supplied in the boxes;
4. Located near running water (preferably hot and cold);
5. They are located in a dust and moisture proof environment; and
6. First aid boxes shall remain unlocked, but shall remain fully closed at all times.

D. First aid kits shall be placed in a weatherproof container with individual sealed packages of each type of item and shall be checked by the HSE Manager and/or the Dispatcher before being sent out on each job and at least weekly on each job to ensure that the expended items are replaced.

	First Aid & Medical Treatment				
Control number:	HSE-P-13	Revision date:	8/15/2024	Rev #:	0
Approved by:	Derrick Landry	Revised by:	Madison Myers	MOC#:	N/A

4.0 GENERAL EMPLOYEE INJURIES & TREATMENT

A. EYE INJURIES


1. Where the eyes or body of any person may be exposed to injurious corrosive materials, suitable facilities shall be provided within the work area. For chemical burns to the eyes, immediately go to the eye wash station, or in the absence thereof, to a source of clean running water (furnished on the job site). Flush the eyes (affected side facing down) with running water for at least fifteen minutes. The supervisor or other nearby employee should assist with this procedure. When flush is complete, it is important to bandage both eyes in order to control eye movement. If no source of running water is easily accessible, the employee should take a full-unopened bottle of eye wash solution from the first aid kit and use the entire bottle, flushing from the nose outward. Once open, the eye solution will lose its sterility, so it is not necessary for the employee to attempt to save any of the solution. In addition, employees should avoid using and replace any eye wash solution bottles observed in the first aid to have been previously opened and not entirely used.
2. Objects embedded in the eye should remain intact. No attempt should be made to remove the object by the injured employee or the responder. Bandage both eyes while bandaging around the object.

B. CHEMICAL BURNS TO SKIN


Immediately go to the emergency shower and remove all affected clothing. Rinse for at least fifteen (15) minutes. Avoid rough touching or rubbing of the affected area(s).

5.0 EMERGENCY MEDICAL TRANSPORTATION

- A. While on location, Peak NDT Solutions's Onsite Supervisor shall work with the On-Site Representative to ensure proper equipment is available for prompt transportation of an injured person to a physician or hospital or a communication system is established for contacting an ambulance service. Peak NDT Solutions's Onsite Supervisor shall:
 1. Ensure that the injured employee is not allowed to operate a motorized vehicle;

	First Aid & Medical Treatment				
Control number:	HSE-P-13	Revision date:	8/15/2024	Rev #:	0
Approved by:	Derrick Landry	Revised by:	Madison Myers	MOC#:	N/A

2. Remain with the injured employee until such a time as a prognosis has been rendered and/or a determination has been made regarding the release or subsequent admittance of the employee; and
 3. Report immediately to the HSE Manager the circumstances surrounding the incident as well as a written medical opinion regarding the status of the employee.
- B. In areas where 911 is not available, an "Emergency Contacts Listing" and "Emergency Incident Forms" shall be maintained in the job folder on the temporary job site by the site supervisor, and shall remain easily accessible to all employees (i.e., posting, handout, etc.) should this information have to be accessed in the absence of the supervisor. In addition, the information contained therein shall be communicated to all employees prior to the job start-up so as to ensure familiarity with emergency contacts in advance of an incident occurring which requires the use of this information.
- C. The HSE Manager will be responsible for the following:
1. Performing a risk assessment to determine the number of first aid trained personnel and first aid boxes needed in the workplace;
 2. Determining the appropriate level of training required meeting the risks associated with related job duties performed by Company employees;
 3. Maintaining a first aid register;
 4. Ensuring that up to date records and certificates associated with first aid training and retraining are available;
 5. Advising upper management on any matters that influence the effectiveness of the management of this policy and associated procedures;
 6. Providing to supervisory personnel an updated listing of names of employees who hold current certification; and
 7. The training of new employees who may replace already trained employees on the temporary job site.

	First Aid & Medical Treatment				
Control number:	HSE-P-13	Revision date:	8/15/2024	Rev #:	0
Approved by:	Derrick Landry	Revised by:	Madison Myers	MOC#:	N/A

6.0 EMPLOYEE TRAINING

A. Supervisory personnel will be trained in areas including, but not limited to:

1. First Aid/CPR.
2. How to conduct safety meetings.
3. How to perform Job Safety Analysis.
4. How to implement safety policies in the field.
5. How to conduct workplace and/or area inspections.
6. How to conduct accident investigations and priority injuries.
7. How to monitor employee work performance and behavior

B. Other Company employees will be trained at least annually in the following:

1. First Aid/CPR
2. Proper injury reporting.
3. Administering first aid as the initial responder.
4. Compliance to the philosophy of "Universal Precautions" when addressing injuries which involve blood or unknown bodily fluids.

REVISION INFORMATION

This is applicable to changes made to the current version of the preceding document.

Revision Number	Description