

FIRST AID BASICS Tips for Helping Others

Brushing up on first aid basics will help you be prepared in the event of an unexpected workplace accident. You can help injured co-workers until medical personnel arrive with these first aid tips:

- **Bleeding:** Have the injured person lie down and place direct pressure on the wound with a sterile pad or clean cloth. If the cloth becomes saturated with blood, keep adding more cloth and continue with direct pressure until help arrives.
- **Chemicals in the eye:** Have the injured person lie down with his/her head to one side. Then, hold open the eyes, pouring at least one quart of water into the eye so it runs from the surface and flows to the other side.
- **Foreign particle in the eye:** Have the injured person lie flat and place a sterile pad over the affected eye. Bandage it in place until medical personnel arrives.
- **Shock:** Accident victims can go into shock easily. If he/she appears weak and confused, or has pale and cold skin, have the injured person lie down, feet elevated. Then, raise the head (unless he/she has a head or chest injury), and cover him/her with a blanket.



“Don’t Touch That Light Socket!”

Does that bring back memories? It seems mom’s wisdom is always right...but touching a light socket is just one of the many ways you can get a serious shock. There are many on-the-job hazards relating to electricity. Surprisingly, even low-voltage shocks can be fatal. When using electric tools, remember these safety guidelines to avoid electric shocks:

- Never stand on wet or damp surfaces while tools are in use.
- Do not attempt to fix or adjust portable electric tools while they are plugged in.
- Never use portable electronic tools in the presence of flammable vapors or gases, unless they are designed for such use.
- Do not use tools that are damaged, such as:
 - defective or broken insulation;
 - improper or poorly-made connections to terminals;
 - broken plugs;
 - loose or broken switches; and
 - sparking brushes.

Did You Know?

- The sun, wind, water and animal manure can be used to make electricity.
- Thomas Edison opened the first power plant in New York City in 1882.