



## Administrative Offices, Prevention Division

Mailing Address  
PO Box 5350 Stn Terminal  
Vancouver BC V6B 5L5

Location  
8100 Granville Avenue  
Richmond BC V6Y 3T6

www.worksafebc.com  
Telephone 604 231-8374  
Toll Free within BC 1 888 621-7233  
Fax 604 279-7410

Mr. Gene Hemsworth  
EMP CANADA  
#3 – 10114 McDonald Park Road  
Sidney, BC V8L 5X8

Dear Gene:

I write on behalf of Certification Services of the Prevention Division of the Workers Compensation Board ("Board") to advise that the Board has reviewed the first aid program [*EMP Canada MEDIC FIRST AID 76-Hour Advanced Workplace for British Columbia Level Three Supplement*] ("Program") submitted by [EMP Canada] (the "Applicant") and, in accordance with s. 33.47 of the Occupational Health and Safety Regulation ("OHSR"), has approved the Program's equivalency to [Occupational First Aid ("OFA") Level 3]. The Program's equivalency is subject to the following terms:

1. The Program may only be delivered as designed. Any changes in content, instructor qualifications or training, or attendant certification criteria must be submitted to the Board for evaluation prior to implementation;
2. Agencies delivering the Program must comply with the *Workers Compensation Act*, the OHSR and with the Board requirements relating to facilities, equipment and supplies applicable to OFA Level 3 programs (please refer to appendix D of the agency guideline) in addition to that required to teach the Modules that include automatic external defibrillator use and assessment of blood pressure;
3. Agencies delivering the Program must maintain instruction and evaluation standards acceptable to the Board, including the following:
  - a) Training materials must contain terms and conditions of certification that include a requirement that the candidate follow the protocols taught in the Program and provide the candidate with examples of unacceptable conduct;
  - b) Qualifications and training required for instructors of the Program include:
    - i) Having held an unrestricted OFA Level 3 certificate for at least the preceding four years;

WORKERS' COMPENSATION

PROVINCE OF BRITISH COLUMBIA

- ii) Holding a current instructor certificate for a course equivalent to OFA Level 1;
  - iii) Participating in a complete Program at least 6 months prior to application; and
  - iv) Successfully completing a training course covering instruction of all the Program content.
- c) Qualifications and training required for evaluators of the Program include:
- i) Holding a current instructor certificate for a course equivalent to OFA Level 3;
  - ii) Having held the instructor certificate listed in (i) for 2 years and/or taught at least four courses equivalent to OFA Level 3; and
  - iii) Successfully completing an Evaluator Development training course acceptable to the Board.
4. The Program's equivalency will be subject to review 5 years following the date of approval. However, the Board may at its discretion review and reconsider the equivalency or any of its terms at any time for any reason. Reasons that might cause the Board to review the equivalency include, but are not limited to:
- a) the Board's receipt of complaints regarding the Program or agencies delivering the Program;
  - b) the Board's receipt of new information or the determination that there has been an error relating to the approval of the Program's equivalency; and
  - c) changes to the OHSR or other laws affecting occupational first aid or attendant training requirements.

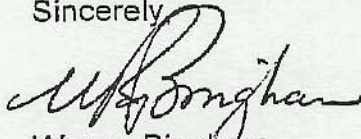
The Applicant is responsible for compliance with the above terms and conditions. Failure to comply with the above may result in the equivalency being revoked.

The electronic version of the EMP Canada MEDIC FIRST AID 76-Hour Advanced Workplace for British Columbia Level Three certificate will be posted on the WCB website and an announcement will be placed in the next agency

bulletin. Holders of a EMP Canada MEDIC FIRST AID 76-Hour Advanced Workplace for British Columbia Level Three Supplement certificate issued after June 13, 2003 will be considered to be Level 3 first aid attendants for the purposes of the Occupational Health and Safety Regulation.

I wish you success in future endeavours. If you have any questions please contact me at 604-276-3090 or 1-888-621-7233 local 5622.

Sincerely

A handwritten signature in cursive script, appearing to read "W. Bingham".

Wayne Bingham  
Manager, Certification Services  
Prevention Division



**Prevention Division**

Mailing Address  
PO Box 5350 Stn Terminal  
Vancouver BC V6B 5L5

Location  
8100 Granville Avenue  
Richmond BC V6Y 3T6

[www.worksafebc.com](http://www.worksafebc.com)  
Telephone 604 276-3100  
Toll Free within BC 1 888 621-7233

October 10, 2003

Mr. Gene Hemsworth  
EMP Canada  
#3 – 10114 McDonald Park Road  
Sidney, BC V8L 5X8

Dear Gene:

I write on behalf of Certification Services of the Prevention Division of the Workers' Compensation Board ("Board") to advise that the Board has reviewed the first aid program [EMP Canada Medic First Aid Transportation Endorsement] ("Program") submitted by [EMP Canada] (the "Applicant") and, in accordance with s. 33.47 of the Occupational Health and Safety Regulation ("OHSR"), has approved the Program's equivalency to Occupational First Aid ("OFA") Transportation Endorsement. The Program's equivalency is subject to the following terms:

1. The Program may only be delivered as designed. Any changes in content, instructor qualifications or training, or attendant certification criteria must be submitted to the Board for evaluation prior to implementation;
2. Agencies delivering the Program must comply with the Workers Compensation Act, the OHSR and with the Board requirements relating to facilities, equipment and supplies applicable to OFA Transport Endorsement programs (please refer to appendix D of the agency guideline);
3. Agencies delivering the Program must maintain instruction and evaluation standards acceptable to the Board, including the following:
  - a) Training materials must contain terms and conditions of certification that include a requirement that the candidate follow the protocols taught in the Program and provide the candidate with examples of unacceptable conduct;
  - b) Qualification and training required for instructors of the Program include:
    - i) Hold an unrestricted OFA Level 3 certificate;
    - ii) Hold an OFA Level 1 or equivalent instructor certificate;

Mr. Gene Hemsworth  
October 10, 2003

2

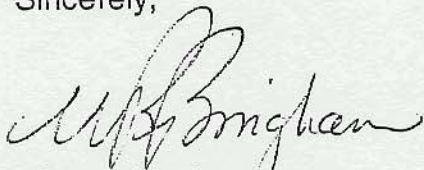
- iii) Have monitored a complete Transportation Endorsement course at least two months prior to application; and
  - iv) Successfully complete a Transportation Endorsement content course
4. The Program's equivalency will be subject to review 5 years following the date of approval. However, the Board may at its discretion review and reconsider the equivalency or any of its terms at any time for any reason. Reasons that might cause the Board to review the equivalency include, but are not limited to:
- a) the Board's receipt of complaints regarding the Program or agencies delivering the Program;
  - b) the Board's receipt of new information or the determination that there has been an error relating to the approval of the Program's equivalency; and
  - c) changes to the OHSR or other laws affecting occupational first aid or attendant training requirements.

The applicant is responsible for compliance with the above terms and conditions. Failure to comply with the above may result in the equivalency being revoked.

The electronic version of the EMP Canada Medic First Aid Transportation Endorsement certificate will be posted on the WCB website and an announcement will be placed in the next agency bulletin. Holders of an EMP Canada Medic First Aid Transportation Endorsement certificate issued after October 1 2003, will, if holding a current OFA Level 1 or equivalent certificate, be considered to have met the requirement for Transportation Endorsement.

I wish you success in future endeavors. If you have any questions please contact me at 604-276-3090 or 1-888-621-7233 local 5622

Sincerely,



Wayne Bingham  
Manager, Certification Services  
Prevention Division

Encl.