

Workplace first aid approvals

OHS information for agencies seeking approval to deliver workplace first aid training in Alberta

This bulletin explains the application process and requirements for agencies interested in becoming approved workplace first aid training providers in Alberta.

KEY INFORMATION

- Alberta uses the [Canadian Standards Association \(CSA\) Standard Z1210-17 \(R 2021\): First aid training for the workplace – Curriculum and quality management for training agencies](#).
- Alberta approvals require agencies to meet mandatory workplace first aid training standards and legislated requirements
- Agencies must not teach workplace first aid courses in Alberta unless they have been approved in Alberta.
- All approved agencies will be audited during the approval term.

Alberta's workplace first aid requirements

Agencies can only teach workplace first aid courses in Alberta after they have been approved.

Agencies seeking approval are required to ensure their courses meet the [CSA Standard Z1210-17 \(R2021\)](#). Workplace first aid courses are intended for workplace first aiders to meet Occupational Health and Safety (OHS) legislative requirements for work sites. Workplace first aid courses are not intended for the general public.

Agencies should use the [CSA Standard Z1210-17 \(R2021\)](#) and workplace first aid review form for requirements applicable to their course.

Legislative requirements

- The OHS Code, Part 11 outlines the requirements for work site first aid.
- Section 22 of the *OHS Act* allows for a statutory director to approve a course or training agency.
- Agencies must sign an agreement with a Director of Medical Services to teach workplace first aid in Alberta.

- First aid training agencies are service providers under section 7 of the *OHS Act* and must meet all service provider obligations.

Alberta approval application

Agencies applying for approval to teach workplace first aid in Alberta must complete and submit an Alberta OHS approval application through the [OHS Acceptances and Approvals](#) secure online feature.

How to complete the first aid review form

There are three first aid review forms, one for each level: [Emergency/Basic](#), [Standard/Intermediate](#) and [Advanced](#). Ensure that you are using the form applicable to the level of workplace first aid for which you are applying.

All application forms must be completely filled out and signed, otherwise the application will not be processed or will be denied.

Part A, B and C

The agency's medical advisor must review and sign the workplace first aid forms Part A, B and C to verify the course and quality assurance materials meet the [CSA Standard Z1210-17 \(R2021\)](#).

Do not include any course material with the application.

If the agency is applying for approval for a [recertification](#) or [blended online](#) course, additional requirements apply. The agency's medical advisor must review and sign the supplemental portions of Part C that apply to their course(s).

KEY APPLICATION INFORMATION

- Workplace first aid courses are intended for workplace first aiders, not the general public.
- Agencies applying for a workplace first aid approval must submit an application including Parts A, B and C.
- Courses that fall under the CSA Standard Z1210-17 (R 2021) exclusion criteria will not be approved.

Definitions

Approved Training Agency: A person or organization that enters into an agreement with a Director of Medical Services under the OHS Code.

Audit: An evaluation of an agency's approved first aid course(s).

Director of Medical Services: A physician appointed under the OHS Act as a person who may perform all or part of the duties and responsibilities of a Director of Medical Services.

Medical Advisor: A licensed physician with relevant experience, in good standing with the College of Physicians and Surgeons of Alberta or another provincial or territorial licensing body for physicians who is retained by a first aid training agency to review their first aid courses and advise on their course material.

CSA and Alberta first aid levels

Agencies should understand workplace first aid levels. This table shows the Alberta workplace first aid levels and the corresponding CSA Standard Z1210-17 (2021) levels.

CSA Standard Z1210-17	Alberta workplace first aid
Basic training level	Emergency first aid
Intermediate training level	Standard first aid
Advanced training level	Advanced first aid

For more information

Alberta first aid training
alberta.ca/first-aid-training.aspx

Applying for OHS acceptances and approvals
ohs-pubstore.labour.alberta.ca/li030

CSA Standard Z1210-17 (R 2021)
csagroup.org/store/product/Z1210-17/

First aid agencies and third party providers
ohs-pubstore.labour.alberta.ca/fa016

Contact us

OHS Contact Centre

Anywhere in Alberta

- 1-866-415-8690
- Edmonton and surrounding area
- 780-415-8690
- Deaf or hard of hearing (TTY)
- 1-800-232-7215 (Alberta)
- 780-427-9999 (Edmonton)

Notify OHS of health and safety concerns

alberta.ca/file-complaint-online.aspx

Call the OHS Contact Centre if you have concerns that involve immediate danger to a person on a work site.

Report a workplace incident to OHS

alberta.ca/ohs-complaints-incident.aspx

Website

alberta.ca/ohs

Get copies of the OHS Act, Regulation and Code

Alberta Queen's Printer

qp.gov.ab.ca

OHS

alberta.ca/ohs-act-regulation-code.aspx

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