

## **FIRST AID/CRAFT SERVICE**

### **MEDIC**

Requires a current First Aid designation Certificate that qualifies them as an Advanced (Advanced First Aider or Emergency Medical Responder with CPR Level BLS and Oxygen Administration).

A Set Medic provides advanced first aid or advanced emergency medical assistance to individuals involved with TV or film productions. As a Set Medic, you work on set with actors and other production crew. Your responsibilities include waiting or standby for medical issues that arise during shooting. Other duties may include advising the production team on safety issues and Covid-19 Health & Safety protocols and procedures. In the event of an emergency or accident, the Set Medic is the first responder and should be right on top of any minor or major accident or injury. He or she is the primary health resource on set and should be prepared as such. Must be able to clearly fill out multiple medical reports and have proficient communication skills. Set Medics should be equipped with the necessary set medic kit supplies and equipment in case of emergency. This may include resuscitation and trauma equipment, automatic external defibrillator, epi pens, oxygen, cervical collars, and kits for both severe and simple injuries. Must also have all basic first aid supplies.

All medical equipment shall be furnished by the Company or may be supplied by the Key Set Medic via a rental agreement.

### **KEY FACS**

The Key FACS is responsible for the purchase, rental, preparation, maintenance, cleaning and storage of all goods and equipment required by the First Aid/Craft Service Department. All equipment shall be furnished by the Company or may be supplied by the Key FACS via a rental equipment.

The Key FACS must possess a current certificate from a Safe Food Handling Program. Also required, is the possession of a current First Aid certificate that qualifies them as an Intermediate First Aider as defined by the Workplace Safety and Health – First Aid Regulation M.R. 159/2018 and any other certificates that may be required by laws established at the location(s) the Company may be working.

The Workplace Safety and Health Act – First Aid Regulation M.R. 159/2018 “Intermediate” means a person who is a holder in good standing of the Intermediate First Aid Certificate issued by the Canadian Red Cross, St. John's Ambulance, Heart and Stroke Foundation, Rescue 7, Lifesaving Society of Canada or other qualifications that the director considers equivalent.

He/She must always remain with the shooting crew and First Aid shall have priority over Craft Services at all times. The Key FACS shall maintain an accurate Accident Record Book and possess an adequate supply of Employers Report of Injury (Form 2) and Workers Report of Injury (Form 3). Forms for the reporting of accidents (per W.C.B. Procedures and guidelines). The Key FACS shall set up and maintain, near the shooting set, a Craft Service Station. From this station the technician will provide the production with coffee, tea, ice water, fresh fruit, pastries and other snack foods and beverages.

Any of the duties of the Key can be delegated to the 1<sup>st</sup> or 2<sup>nd</sup> Assistants of the discretion of the Key.

### **1ST ASSISTANT FACS**

The 1<sup>st</sup> Assistant FACS must possess a current certificate from a Safe Food Handling Program. Also required, is the possession of a current First Aid certificate that qualifies them as an Intermediate First Aider as defined by the Workplace Safety and Health – First Aid Regulation M.R. 159/2018 and any other certificates that may be required by laws established at the location(s) the Company may be working.

He/She must remain with the shooting crew at all times and shall maintain an accurate Accident Record Book and possess an adequate supply of Employers Report of Injury (Form 2) and Workers Report of Injury (Form 3) for the reporting of accidents (per W.C.B. Procedures and guidelines).

The position of “1<sup>st</sup> Assistant FACS” shall no conflict with the employer's requirement to employ a Key FACS.

### **2ND ASSISTANT FACS**

The 2<sup>nd</sup> Assistant FACS shall perform those work functions as delegated by the Key FACS. He/She must possess a current First Aid certificate that qualifies them as a Basic First Aider as defined by the Workplace Safety and Health – First Aid Regulation M.R. 159/2018.

**SHOPPER/CREW**

He/she must possess a Safe Food Handling Certificate. Responsible for shopping and any cleaning and Stocking. This person does not perform duties that require First Aid training, and does not service the crew directly.