



First Nations Health Authority  
Health through wellness

# Advanced Safety Training

## Module 2

### Working Alone / Travel Safety

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## Welcome to Advanced Safety Training module 2

- The material for this course has been developed based on risk assessments, staff interviews and the work the safetymatters team has done with front line staff across the province.
- This module focuses on risks and safety measures related to working alone or in isolation and travel.
- There are two parts to the module: this presentation pdf file and a quiz to evaluate your learning. We suggest you have both documents open as you go through the course and when you are prompted with questions in the presentation you can put your answers into the Quiz PDF.
- The questions have been designed to help you retain key messages from the module and ensure you know the location of information and physical resources for future reference.
- This course can be completed over several days, so make sure you regularly save your Quiz PDF so you do not lose any work you have done on it. Unfortunately this file does not automatically track how far along you are in the process, so if you shut down your computer you will have to remember how far you are when you re-open it and renew your studies.

**DISCLAIMER:** This module is required learning for those who work alone or in isolation, work directly with clients, and/or travel for work. This includes contracted workers. However, it has not been customized for each occupational group so some of the information covered in this module may not seem relevant to the job you do within FNHA.



# FNHA Mission Directives and Values

FNHA's commitment to employee safety supports the 7 Directives and demonstrates the values of discipline and excellence.

A safe and healthy workspace supports individual employees wellness, protects them against injury and improves the quality of services we are able to deliver to our clients.

**7 DIRECTIVES**  
Shared by the FNHA | FNHC | FNHDA

**DIRECTIVE #1  
COMMUNITY-DRIVEN, NATION-BASED**

- The Community-Driven, Nation-Based principle is overarching and foundational to the entire health governance arrangement.
- Program, service and policy development must be informed and overseen by the grassroots level.
- First Nations community health agreements and programs must be protected and enhanced.
- Autonomy and authority of First Nations will not be compromised.

**DIRECTIVE #2  
INCREASE FIRST NATIONS DECISION-MAKING AND CONTROL**

- Increase First Nations influence in health program and service philosophy, design and delivery at the local, regional, provincial, national and international levels.
- Develop a wellness approach to health including prioritizing health promotion and disease and injury prevention.
- Implement greater local control over community-based health services.
- Involve First Nations in federal and provincial decision-making about health services for First Nations at the highest levels.
- Increase community-level flexibility in spending decisions to meet their own needs and priorities.
- Implement the OCAP (ownership, control, access and possession) principle regarding First Nations health data, including leading First Nations health reporting.
- Recognize the authority of individual BC First Nations in their governance of health services in their communities and decide the delivery of programs to local and regional levels as much as possible and when appropriate and feasible.

**DIRECTIVE #3  
IMPROVE SERVICES**

- Protect, incorporate and promote First Nations knowledge, beliefs, values, practices, medicines and moxib of health and healing into all health programs and services that serve BC First Nations.
- Improve and revitalize the Non-insured Benefits program.
- Increase access to primary care, physicians, nurses, mental care and other allied health care by First Nations communities.
- Through the creation of a First Nations Health Authority and supporting a First Nations population health approach, First Nations will work collectively to improve all health services accessed by First Nations.
- Support health and wellness planning and the development of health programs and service delivery models at local and regional levels.

**DIRECTIVE #4  
FOSTER MEANINGFUL COLLABORATION AND PARTNERSHIP**

- Collaborate with other First Nations and non-First Nations organizations and governments to address social and environmental determinants of First Nations health (e.g. poverty, water quality, housing, etc.).
- Partnerships are critical to our collective success. First Nations will create opportunities through working collaboratively with federal, provincial and regional partners.
- Foster collaboration in research and reporting at all levels.
- Support community engagement hubs.
- Enable relationship-building between First Nations and the regional health authorities and the First Nations Health Authority with the goal of aligning health care with First Nations priorities and community health plans where applicable.

**DIRECTIVE #5  
DEVELOP HUMAN AND ECONOMIC CAPACITY**

- Develop current and future health professionals at all levels through a variety of education and training methods and opportunities.
- Result in opportunities to leverage additional funding and investment and services from federal and provincial sources for First Nations in BC.
- Result in economic opportunities to generate additional resources for First Nations health programs.

**DIRECTIVE #6  
BE WITHOUT PREJUDICE TO FIRST NATIONS INTERESTS**

- Not impact on Aboriginal title and rights or the treaty rights of First Nations, and be without prejudice to any self-government agreements or court proceedings.
- Not impact on the fiduciary duty of the Crown.
- Not impact on existing federal funding agreements with individual First Nations unless First Nations were the agreements to change.

**DIRECTIVE #7  
FUNCTION AT A HIGH OPERATIONAL STANDARD**

- Be accountable, including through clear, regular and transparent reporting.
- Make best and prudent use of available resources.
- Implement appropriate competencies for key roles and responsibilities at all levels.
- Operate with clear governance documents, policies, and procedures, including for conflict of interest and dispute resolution.

FNHA, FNHC, FNHDA SHARED VISION >> Healthy, Self-Determining and Vibrant BC First Nations Children, Families and Communities.

First Nations Health Authority  
Healthy Communities



# Learning objectives

1. Describe the benefits of using the check-in procedures
2. Indicate which work scenarios require check-ins
3. Describe steps needed to start using the check-in procedures
4. List the steps for planning home visits to manage risks
5. Explain and comply with Fleet Vehicle use requirements
6. Demonstrate how to control distractions and combat fatigue
7. Summarize basic rules and tools needed for resource road driving



# Where to find resources

The resources mentioned in this training module can be found on the Bighouse OH&S team site.

Go to:

- [Occupational Health and Safety team page](#)
- OHS forms and shared documents



# Working alone or in Isolation





# What is working alone or in Isolation?

- Defined in part 4 of the Occupational Health and Safety Regulation (OHSR) as “work(ing) in circumstances where assistance would not be readily available to the worker
  - (a) in case of an emergency, or
  - (b) in case the worker is injured or in ill health.”  
(OHSR 4.20.1 to 4.23)



# Whose responsibility is it to assist you?

- When you are working alone and you experiences a dangerous situation, it is your employer's responsibility to keep you safe.
- The OHSR requires that employers put a system in place to ensure that if you are in danger, it will be reported to your supervisor as soon as possible so someone can be sent out to assist you.





## Why is a procedure needed?

- Working alone or in isolation may also put workers at greater risk of workplace violence.
- Key consideration when deciding if you are working in isolation is: How would I get help if I run into danger or have a medical emergency?

**Activity:** Think about the times and circumstances under which you work alone or far enough away from another person if you need help in an emergency (where, how long, job duties being done). Jot them down so you can be prepared to have a discussion with your manager and team.



## Meet Community Health Nurse in Charge Kaylene Albu

**Kaylene** is a nurse based in the Fort St. John office and, accompanied by her Nursing Program Administrative Assistant **Brandi Little**, provides nursing services to four communities within 2 hours of Fort St. John.

They posted these reminders for themselves at eye level on the back door so they are reminded to call Replay Message Centre when they leave for community.

The Time & Cost to make a phone call to Replay Message Centre when travelling out in the morning? **Seconds and cents.**

How important it is that someone is alerted to look for us if we get into trouble while traveling for work? **PRICELESS!!**





# Working alone or in isolation situations

Examples of work situations that meet the criteria of working alone or in isolation:

- Employees attending a nursing station for an emergency call after hours
- Employees travelling from office to work in a community or from the community back to their office
- Employees working alone in a facility outside of normal office hours or when there are no staff within shouting distance if assistance is needed
- Employees traveling alone to a community for a day or part of a day even where they are mostly traveling on a busy highway
- Employees driving to community in a remote area or on a forest service road, even if they are accompanied by someone else
- Employees traveling to community using various travel modes in succession (e.g., float plane, water taxi, and taxi)
- Employees driving to a house in a community to do a home visit during regular office hours
- Employees working from a home office or in a multi-employer site (e.g., band office) during regular office hours when there are no other people present



# Planning check-in intervals

- FNHA contracts with a call centre to ensure there will be a designated person who will establish contact if a worker is unable to make subsequent check-ins after establishing a trip with the call centre.
- If you find yourself in any of the work situations on the previous slide you need to work with your manager and team to formalize check-in intervals that are practicable for you based on a reasonable time interval or when you will have service to make the call or send an email.
- As required by the OHSR, the Joint Occupational Health and Safety Committee should review the check-in intervals.
- Checking in at the beginning and end of your shift may be all that's required if you are working alone at home or in a facility.
- If traveling, you may need to call in more frequently to ensure that you could get timely help if you had an emergency or fell ill
- **SafetyMatters Team is available to assist and to provide specific training for teams ready to start using the check-in service.**



# Setting up check-ins

- Workers Compensation does not accept claims for accidents that occur between home and the work site.
- Workers should, where possible, start a trip from the base office after the day's shift has begun
  - Exceptions: employees who do not have a base office and work from their homes (e.g., Dental Therapists, some Community Engagement workers and professional practice nurses). These employees must use the check-in service from their home office.
  - If necessary to start a trip from home, make sure your manager is aware of this plan and can vouch for it later. Keeping your manager informed can potentially make or break your ability to qualify for a Workers Compensation claim if you sustain injuries from an accident.
- Please note that you are not required to do additional check-ins before and immediately following a commercial flight; you may do so if you wish.



# Getting started

Employees are required to set up a profile with Replay prior to using the service.

**Activity:** Go to 'OH&S Forms and Shared documents' and look for the Working Alone or in Isolation document type. Click on the + sign to expand the list and download these four documents:

- (1) Working alone check-in procedure set-up chart
- (2) Safe Work procedure
- (3) Emergency Contact Lists (choose nursing or non-nursing) and
- (4) List of location codes



## Emergency Contact Lists

- Emergency contacts are listed in sequence beginning with an office contact if available then to supervisor, manager, director, RCMP and/or community contact.
- Emergency contact lists should be completed with your manager to ensure similarities for each field team member
- Nursing contact lists are customized and based on the Health Centre or Nursing station in each community. Numbers are listed in sequential order
- All employees other than remote or community health nurses use the Field Teams emergency contact list
- Placement of the local RCMP on the emergency contact list is dependent on how regular a presence they are in the community
- These lists should be checked for accuracy as part of the monthly office inspections, updated and sent to Replay as needed

**Activity:** Find and download the contact list that is best suited for you and/or your team ([Nursing station emergency contact list](#) or [Emergency contact list field teams](#)) under the Working alone or in isolation document type.





# Preparing to use the system

Once you have completed your emergency contact list in consultation with your manager and team, you are ready to set up a Replay profile:

1. Call Replay Message Centre at **1-866-918-0291**. Tell them you want to set up a profile and arrange to fax or email your completed emergency contact list.
  2. Establish your preferred mode of contact (call, email or text) and which communication tool you will be using (i.e., Blackberry and/or GPS) each day
  3. Be sure you have an GPS SPOT or InReach device you can use in areas without cell service. Follow the set-up chart to purchase an annual fee and set up contact information for your GPS device online ([www.findmespot.ca](http://www.findmespot.ca) or [www.inreachcanada.com](http://www.inreachcanada.com))
  4. Each time you use the service tell them when you will be checking in and be sure you check in at the pre-arranged times. If you don't they will work through the Emergency contact list right down to the RCMP until they find someone who can find you.
- **Remember: OHS is available to assist and to provide specific training for teams ready to start using the check-in service.**





# When you have to use a GPS device

SPOT and InReach are GPS devices

**NOTE:** GPS devices are not a substitute for using the Replay Message Centre check-in service; rather, they enable the check-in when you are in an area without cell service. If a GPS is part of your communication kit, you will need to:

1. Register with Replay
2. Register your GPS device online (see manual)
3. Enter your GPS emergency contacts online. Enter the Replay email (replay@telus.net) as primary contact for the GPS device for the “I’m OK” and “I need help” functions.



# Daily check-in protocol

- Now that you have registered your GPS online, registered a profile with Replay and sent them your emergency contact list, you are ready to use the service.
- Replay will greet you with “First Nations Health Authority”. Give them the following information when you call in at the beginning of your shift or trip:
  - Your name and employer ID (8435)
  - Current location code or address: Some communities have two names so we use codes. Replay has a list of codes for all our communities/regular work locations and the emergency contact for each.
  - Location code of destination and contact number there if they don't have it
  - Partial check-in times
  - Intended completion time
  - Alternate plans (e.g., bad weather)
  - Short description of work duties (i.e., travel, alone in office)



## Daily check-in protocol

**Activity:** Using the location code sheet you downloaded or bookmarked on the 'Getting Started' slide, find the location codes for your most common workplaces.

**Activity:** Record the number for Replay Message Centre in your phone or daytimer

**1-866-918-0291**



## How Replay follows up

- The most frequent reason for not checking in at the completion time is that the employee forgot to call.
- When an employee neglects to check back in, this is what happens at the call centre:
  - An alarm is triggered
  - Operator attempts to contact employee
  - If no contact made, operator waits 10 minutes
  - Operator attempts to contact employee
  - If no contact made, operator engages an emergency contact
  - Contacts will be attempted in order given on Contact List
  - Community first responders where available will be contacted
  - RCMP priority will vary according to availability; if RCMP available 24/7, and good relationship exists, they will be higher on the list



# Meet Dental Therapist Melanie Braker



Melanie provides oral health services to seven communities on Vancouver Island, some only accessible by water or air.

This is Melanie arriving in Kyuquot by boat where she transports all her equipment from the dock to the health centre by wheelbarrow.

Melanie is a dedicated user of Replay Message Centre. “Having all the security measures in place puts me more at ease, especially being on the boat during stormy weather and high winds”.



# Working alone while doing home visits







# Do a risk assessment before you go

- Home visits can present workers with a variety of hazards. Complete this Client/Environmental Point-of-care Risk Assessment if this is your first visit.
- If it's a subsequent visit, a quick phone call check-in with the client will tell you if there are family members visiting the client that present risks (e.g., intoxication) that day.
- The risk assessment tool provides alternate actions for each risk factor such as broken steps, dogs in the yard, and tobacco use in the home.

**Activity:** Download the [Client/Environmental Point-of-Care Risk assessment tool](#) from OH&S Forms and Shared Documents. One of your quiz questions is on this form.



# Planning for the visit

Following your risk assessment and before you undertake a client home visit take some precautionary steps:

- Are you aware of your client's history?
- Is your client expecting you?
- Do you have a community member accompanying you?  
NOTE: This may not always be possible or required in all circumstances.
- Do you have a set check-in time with your supervisor? Be sure to inform your supervisor or co-worker of your schedule and approximate times you will check in
- a vehicle pre-trip inspection if one hasn't been done for at least a week.
- Take a partner if you have concerns for your safety





# Personal Safety During the Visit

You have done your risk assessment and taken precautions in planning your visit. Once you arrive, scan the surroundings for any irregularities:

- Make sure the client is receptive and there are no additional people in the house that make you uncomfortable.
- Check in with your office to say you have arrived on site.
- Identify the home's exits, paths to safety
- If there are other people in the home, monitor their activities
- Try not to have to remove shoes
- Appear confident and treat the patient with respect and dignity
- Stand in a relaxed position be able to move quickly if needed
- Leave the environment if your instincts tell you to have any concerns



## Safety Considerations for Hotels and other accommodations

- Ensure you are using FNHA's Travel Team when booking hotels
- Confirm that the lock on door is functioning
- Conduct an inspection of beds/linens, looking for cleanliness and evidence of bedbugs
  - Further information can be found in the [Exposure Control Plan for Bedbugs](#)
- Reduce potential for theft – remove valuable items from vehicle
- In winter conditions, be mindful of ice and slippery surfaces when walking on outdoor stairs or in parking lots



## Driver fatigue facts

- Driver fatigue is the leading cause of Motor vehicle incidents
- 20% of fatal collisions involve driver fatigue
- Fatigue is both mental and physical
- Driving after 17 hours of being awake is the equivalent to a blood alcohol content of 0.05 (or having 2 drinks)
- Each driver has different fatigue tolerance
- Even after 8 hours of a stressful workday, driving home is a significant hazard
- Consider scheduling around the strongest sleep urge times (which occur between 0200-0600 and 1500-1700) to avoid fatigue



## Fatigue – safe driving guidelines

- Aim for a maximum of 800 kilometres per day or total of eight hours (including 30 minute lunch break) work/drive combination unless otherwise agreed with the supervisor/manager. If additional hours are needed, seek agreement with the supervisor first and develop a plan to manage fatigue.
- Take stretch breaks every hour
- Take at least a 30 minute break every 400 kilometres or four hours work/drive combination before proceeding for the next 400 kilometers.
- Work/drive combination is defined as continuous hours of wakefulness – from the time one awakes in the morning and starts their day NOT continuous hours of driving
- Breaks should include fresh air and stretching
- Rehydrate at least every 2 hours when driving



# Winter driving

Before setting out, drivers should

- Contact provincial “Road Reports” for road condition updates
- Pack cell phone and/or GPS devices
- Contact Replay Message Centre at 1-866-918-0291
- Pack Emergency Roadside kit
- Inform supervisor of your route and planned arrival time
- Wear warm and comfortable clothing
- Warm up the vehicle before departing
- Remove snow and ice from the vehicle
- Ensure personal or rental vehicle have regulation winter tires
- Book rentals through FNHA’s Travel Team to ensure rental vehicles have winter tires



## Winter driving cont'd

Drivers who get stuck or stranded in the snow should:

- Avoid over-exertion and over-exposure to the cold
- Stay in the car if it cannot be shovelled out of the snow
- Stay in the car during blizzard conditions
- Turn on flashing lights or set up flares
- Run the car engine occasionally (about 10 minutes every hour) to provide heat (and to conserve fuel).
- Bundle up in a blanket; wear a hat and scarf
- Monitor for any signs of frostbite and hypothermia
- Do not fall asleep
- Do not stay in one position for too long
- Watch for traffic or emergency vehicles
- Call Replay Messaging Service to check in at intervals agreed upon earlier and upon arrival at your destination

Find these tips and more on the [OHS Bighouse Travel Safety page](#)



# Wildlife collisions a high risk for BC drivers

The number of wildlife vehicle collisions is increasing. Wildlife vehicle collisions are most likely to occur where:

- Creeks and drainages intersect roads
- Good habitat and forage near the roadside
- Water source is nearby
- There are long, wide, straight stretches of road
- Wildfires can result in an increase in animals on roadways as they become displaced from their natural habitats





## What to watch for to avoid wildlife collisions

- Watch for yellow diamond shaped wildlife warning signs and possible speed changes
- Reduce speed to increase chance to steer away and reduce force of impact
- Mentally prepare for a collision by thinking “What if ...?” an animal suddenly appears
- Drive defensively. Watch for:
  - Wildlife on the road, shoulder or in the ditch
  - Movement alongside the road
  - Shining eyes in the headlights
  - Flickering head lights of oncoming cars or tail lights – may be an animal crossing the road
  - Roadside reflectors that disappear/reappear when animals cross in front of them

**Activity:** download and keep handy this PDF Frequently Asked Questions about Wildlife Vehicle Collisions located at <http://www.wildlifecollisions.ca/docs/43DE6C948CC939C1.pdf>





## Resource road hazards

- Driving without a two-way radio to communicate with other vehicles
- Poor visibility (smoke, fog or dust)
- Passing or being passed on narrow roads
- Changing road surface conditions (ruts, freezing rain and snow)
- Other drivers failing to follow traffic control procedures
- Wildlife



# Resource road driving guidelines

- Take the time to plan your trip
- Obey the speed limit
- Avoid travelling in the dark
- You must be able to stop safely in any emergency or when encountering hazards
- Anticipate delays and allow additional travel time
- Yield to industrial vehicles
- Watch for ATVs and motorcycles
- Plan to use pull-outs



## Using pull-outs

- Most resource roads have pull-outs built alongside the main driving surface; pull-outs may be located on either side of the road
- It is OK to use a pull-out on the wrong side but only if there is no other place available
- Make sure you do not cut off any road users if you cross the center to a pull-out
- Use your two-way radio to advise oncoming traffic that you are "clear"
- Pass industrial vehicles only if the driver pulls over and signals that it is safe to pass



## Two-Way Radios

- The use of two-way radios is mandatory to broadcast your position on certain resource roads and to hear when other vehicles are headed towards you
- Use online frequency resources
- If unsure how to use them, make sure your supervisor trains you before you go out (usually available through the vendor)
- Learn the proper language to communicate direction and location
- Remember to use caution, courtesy and concentration while driving



# Checking in when out of cell range

- Gen 3 by SPOT
  - Can send one of three pre-programmed messages:
    1. I'm OK
    2. I need help (e.g., flat tire)
    3. I need a rescue (SOS)
- InReach by Delorme
  - Allows you to send text messages so you can be more specific
  - Costs more than the Gen 3
- Both devices require you to register online with your emergency contact information



# Assessing other communication needs

- Two-way radios
  - Essential on resource/forestry roads so you can communicate with other vehicles on the road and plan for using pull-outs
    - Resource roads are narrow and have a rigid protocol; following that protocol and knowing what is coming will keep you safe
  - Must be pre-programmed to the specific frequency used on the road you will travel
  - Portable radios may require vendor's assistance for ensuring it has been programmed properly
  - Make sure you have training to use the radio and download the resources on the Bighouse
- Satellite phones
  - Older technology that works well in remote communities
  - On the road, will only work in certain areas
  - Be sure to find the usage map online if you plan to use a satellite radio



# Vehicle Safety Tips

- Avoid travelling in poor weather conditions. Check road conditions before you leave (e.g., Drive BC app)
- Assess personal readiness for the trip
- If needed, postpone your trip until either the vehicle can be repaired or the driving conditions are safer.
- Approach your car with keys in hand and check the car interior before entering
- Keep the doors locked at all times
- Hide purses/packages/valuables so they are not in plain view
- Park in well lit areas
- Dress for existing weather conditions and be prepared for potential storms
- Keep a spare change of clothes in the vehicle
- Get good directions before each trip
- Keep the gas tank 1/3 full at minimum
- Never travel with anyone under the influence of drugs or alcohol
- Drive slowly and safely, do not rush to meet artificial deadlines



# Reporting a vehicle accident/incident

Workers must report all motor vehicle incidents.					
Fleet vehicles: follow steps 1-7 Personal vehicles: follow steps 1-7, omitting contact with Fleet Services and Regional Fleet Admin Rental vehicles: follow steps 1-7, omitting contact with Fleet Services and Regional Fleet Admin and adding any steps from the vehicle rental company					
	Accident	Vandalism	Theft of auto	Theft from auto	Other
1. Attend to any injuries and to the vehicle(s) a. If anyone is injured call 911 b. Move the vehicle(s) off the road if it is safe to do so c. Avoid discussing who is at fault for an accident	X				
2. Record details (driver, vehicle, witnesses, and incident scene). Use the <i>ICBC What to do after a Crash</i> form (or the back page of the Fleet Vehicle Log book) to assist.	X	X	X	X	X
3. Report the incident to FNHA immediately, or as soon as practical, to the manager/supervisor, to Fleet Services (604-693-6965) Monday to Friday 8:00 – 4:30), and to the Regional Fleet Administrator.	X	X	X	X	X
4. Obtain a police report	*	X	X	n/a	
5. Contact ICBC Dial-A-Claim for assistance a. 604-520-8222 (Lower Mainland) b. 1-800-910-4222 (elsewhere in BC, Canada or US)	X	X	X	n/a	
6. Submit an Incident Report within 24 hours: a. Driver (fleet vehicle): fill in <i>Fleet Vehicle Incident form</i> and send to Manager/supervisor	X				
7. If employee had injury with time loss or medical aid OR incident was a near miss (potential to cause injury but didn't): a. Driver: also complete a <i>Worker Incident Report</i> within 24 hours. Email to <a href="mailto:safetymatters@fnha.ca">safetymatters@fnha.ca</a> and cc your manager/supervisor.	X	X	X	X	
*If there was an injury, a traffic violation or if damage is over \$1000					





# Air and water travel safety





## seaplanes / floatplanes and ferries / water taxis

- Biggest risk when travelling by seaplane or boat is the weather
  - If you feel unsafe, stay behind, make alternate travel arrangements or reschedule for a later date when the weather is better
  - If you have good weather for your incoming trip, keep an eye on the weather conditions for the outgoing trip; if the weather has changed from sunny to a rain and visibility is reduced it may not be safe to travel
  - Keep in touch with the air or water carrier and ask them to justify why it is safe to travel

**Remember you have the right to refuse the trip if you believe it to be unsafe.**



## seaplanes / floatplanes and ferries / water taxis

- When you do travel by float plane or water taxi it's important to:
  - Be prepared
  - Dress appropriately
  - Do not wear jeans; they become heavy in the water
  - Do not wear rubber boots because they suction to your feet and can be very difficult to remove when full of water
- Best way to prepare for a floatplane or water taxi travel is to take training
  - FNHA requires Aircraft Ditching and Underwater Egress Training for float plane travelers who regularly (approx. 10 trips per year) travel for work using float planes
  - This is a one day course with the morning in the classroom and afternoon in the pool
  - There is also a 3-hour Dry Egress online course available through one of our Egress training vendors
  - The Passenger Vessels FAQs for water taxi passengers can help you be prepared for accidents [Passenger Vessels FAQ](#)



# Float Plane Passenger Briefing Checklist

- **Stowing baggage**
  - Many operators do not permit carry-on baggage in the cabin because it can hurt someone if it isn't well secured
    - If you **can** bring baggage on board, ask your pilot where and how to stow it safely
  - Certain dangerous goods or hazardous materials are illegal on board a seaplane/floatplane
    - Do not bring any gases, corrosives, spray cans, flammable liquids, explosives (including ammunition), poisons, magnetic materials, etc., onto the plane without checking with your pilot
- **Using your seatbelt**
  - Fit the seat belt tightly around your hips, and wear it at all times. Always use the shoulder harness if there is one



# Float Plane Passenger Briefing Checklist

- **Knowing how to find and use exits**
  - Not all seaplanes/floatplanes are the same. Learn where to find, and how to use, all exits before takeoff.
  - Ask the pilot if you can practice opening the exit(s) before engine start up and try it with your eyes closed too.
  - Find the exit in relation to your left or right knee. If the exit is on your right while upright, it will still be on your right even if the seaplane/ floatplane lands or comes to rest in another position.
  - Taking the time to become familiar with the inside of the plane will help you find your way to an exit, even with your eyes closed.



## Float Plane Passenger Safety Information

- Knowing how to find and use life preservers
  - Seaplanes/floatplanes are required to carry life preservers or personal flotation devices (PFD) for every person on board. Find yours!
  - Your pilot should provide a demonstration on where to find it, how to remove it from stowage and its packaging, how to put it on, how to inflate it, and when to put it on.
  - Ask your pilot if you should wear it during the flight.
    - If so, wear it, but **NEVER INFLATE IT WHILE IN THE AIRCRAFT.**



# Float Plane Passenger Safety Information

## Activity:

1. PRINT Seaplane/floatplane: A Passenger's guide (Transport Canada).  
<https://www.tc.gc.ca/eng/civilaviation/publications/tp12365-tp12365-1377.htm>
  - Keep it with your Daytimer or travel documents so you can refer to it when needed.
  - Read about egress training here: <http://www.proaviation.ca> or <http://www.dunkyou.com/>
2. PRINT Passenger vessels FAQ:  
<http://www.tc.gc.ca/eng/marinesafety/debs-small-vessels-faq-inspections-446.htm>

**Hint:** You will find the answer to one of your quiz questions in the PDF (#10).





# Getting out safely

1. **Stay calm** — In most water accidents, seaplanes/floatplanes come to rest upside down. The key to your survival is to stay aware of where to find the exit, and to get out of the aircraft and to the surface of the water as quickly as you can.
2. **Grab your life preserver/PFD**— If time permits, put on, or at least, grab your life preserver or PFD. **DO NOT INFLATE IT** until after you exit the aircraft. Why? You cannot swim underwater with an inflated life preserver. You may get trapped.
3. **Open the exit and grab hold**— If sitting next to an exit, find and grab the exit handle in relation to your left or right knee. Open the exit. The exit may not open until the cabin is sufficiently flooded and the inside water pressure has equalized. **DO NOT** release your seatbelt and shoulder harness until you are ready to exit. Why? You will begin to float upwards, making it easy to become confused and more difficult to get to the exit.



## Getting out safely

4. **Release your seat belt/harness**— Once the exit is open, and you know your exit path, keep a hold of a fixed part of the seaplane/floatplane and release your belt with the other hand.
5. **Exit the aircraft**— Move towards your nearest exit. If it is blocked or jammed, immediately go to the next nearest exit. Always exit by placing one hand on a fixed part of the aircraft, and **not letting go before grabbing another fixed part** (hand over hand). **Pull yourself through the exit.** Do not let go until you are out. Resist the urge to kick, as you may get caught in loose wires or debris, or you might kick a person exiting right behind you. If you get stuck, back up, twist your body 90 degrees, and then exit.
6. **Get to the surface**— Once you have exited the seaplane/floatplane, follow the bubbles to the surface. If you cannot, inflate your life preserver as a last resort. Exhale slowly as you rise.
7. **Inflate your life preserver**— Only inflate it when you are clear of the wreckage. Why? Life preservers can easily get caught on wreckage, block an exit or prevent someone else from exiting.



## Thank You!

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Thank you for completing this Advanced Safety Orientation module 2 – Working alone/Travel Safety.

Please make sure you complete the accompanying quiz document so we have a record of your successful completion.

Please proceed to the third and final module of Advanced Safety Orientation. Once you have submitted all 3 quizzes you will have completed the safety orientation required for all workers by part 3 of the Occupational Health and Safety Regulation.

We wish you all the best in your work at FNHA and hope that you have a safe and enjoyable experience. If you have questions or comments on this training or any other workplace safety topics please contact [safetymatters@fnha.ca](mailto:safetymatters@fnha.ca).

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## Activity: Please bookmark these resources

### FNHA

- [OH&S team site home page](#)
  - My Health at Work
  - My Safety at Work
  - My Return to Work
  - Occupational Health and Safety policy documents
- Respectful Workplace Policy – under [Resources & Tools](#)

### External resources

- [WorkSafeBC health care sector resource list](#)
- [Preventing violence in Health Care](#)