

3009. ADMINISTRATIVE REGULATIONS ON FIRST AID
AND CPR TRAINING

- 3009.1 The Dean, Educational Support Services, shall administer these regulations.
- 3009.2 The District shall provide CPR and first aid training for all employees whose job descriptions require the employee to administer CPR and first aid in emergency situations.
- 3009.3 Employees whose job descriptions do not require them to administer first aid may elect to receive CPR and first aid training.
- 3009.4 If the CPR and first aid training is required for the classified employee, the training shall be scheduled during working hours and release time shall be granted with full pay for this required in-service training. If it is not possible to schedule the required training during working hours, compensatory time off shall be granted to the employee for participating in the required training.
- 3009.5 If the CPR and first aid training is not required for the classified employee, the approval of the appropriate dean or director is required before the employee can be released during working hours to participate in the training.
- 3009.6 The type of training required and the frequency of training shall be determined by the District. All costs incurred under a mandated training program for classified employees shall be paid for by the District.