WHS DOCUMENTS & TEMPLATES

DOC-HYD-TPL · Hydration Self-Check Poster and Heat Illness First Aid Card

Product Overview

For: Australian businesses with work in hot weather or near heat: construction, civil works, councils, farms, workshops, warehouses, kitchens, schools and early learning services

Version 1.0 · 15 November 2026

A urine colour chart poster for toilets, crib rooms and site sheds, from pale straw to dark amber with a plain action for each, and a wallet or hard-hat card with the signs of heat exhaustion and heat stroke and the first response.

The Hydration Self-Check poster (editable Word, A4 PDF and A3 PDF) shows six colour swatches from very pale straw to dark amber, each with a plain action: keep drinking, drink water now, or drink, rest and tell your supervisor if you feel unwell. It says clearly that it is a guide, not a medical test, and that some foods, medicines and vitamins change the colour of urine.

The Heat Illness First Aid Card (Word and PDF, three cards to a page) is cut out and folded to the size of a bank card: the signs of heat exhaustion and heat stroke on one side, and what to do on the other: stop work, move to shade, call triple zero (000) for heat stroke, confusion or collapse, cool them, sips of water only if fully alert, and never leave them alone.

Written once for Australia, to the model WHS laws, in plain terms that also work in Victoria. The guide's state and territory notes show where the law differs, including the regulator to contact. Made by Orana Skills Centre.

What is included

Item	File
Hydration self-check poster: six urine colour swatches from very pale straw to dark amber with an action for each, a guide not a medical test (A4)	02_TEMPLATE/Hydration Self-Check.docx and .pdf
Heat illness first aid card: signs of heat exhaustion and heat stroke, and what to do; three cards to a page, to cut out and fold	02_TEMPLATE/Heat Illness First Aid Card.docx and .pdf
The hydration self-check, A3 PDF for printing large	02_TEMPLATE/Hydration Self-Check A3.pdf
How to Use This Template: how to complete and adapt it, the law in brief, state and territory notes, records and every placeholder	01_START_HERE/How to Use This Template.pdf
Read Me First, Product Overview, Permitted Use Terms and Version Information	01_START_HERE/ (PDF)

Who it is for

- Supervisors who want the message on the wall where workers see it

© 2026 Orana Skills Centre. All rights reserved.

SAMPLE · Hydration Self-Check Poster and Heat Illness First Aid Card · Buy the full editable version:
training.oranaskillscentre.com/documents/hydration-self-check-poster-and-heat-illness-first-aid-card

How to Use This Template

How to complete, adapt and keep the hydration self-check poster and heat illness first aid card

1 What this template is for

Dehydration builds up over a hot shift, and people often do not notice it until they feel unwell. A urine colour chart in the toilets and crib room gives every worker a quick, private check, and a plain action to take.

The first aid card puts the signs of heat exhaustion and heat stroke, and what to do, in every worker's wallet or hard hat, so the person who finds a workmate in trouble knows to cool them and when to call triple zero (000).

2 How to use it

Step	What to do
1	Fill in the placeholders on the poster (where water and shade are) and on the card (the first aider and the site address).
2	Print the poster in colour, at A4 or A3, with colour printing at its normal settings: the colours are a guide, and a printer that runs light or dark shifts them. Compare a printed copy with the screen before you put it up.
3	Put the poster up in toilets, crib rooms, site sheds and change rooms, at eye level.
4	Print the cards at actual size on thick paper or card, cut them out, fold and laminate them, and hand one to each worker.
5	Talk the poster and the card through at a pre-start or toolbox meeting before the hot weather arrives.
6	Replace faded posters each summer: sunlight fades the colours.

Make it work, not just exist

- The poster works because it is private. Do not ask workers to report their colour: it is their own check.
- Back it up with water close to the job. A poster telling people to drink is no help if the water is a long walk away.

3 Who does what

Who	What they do
Supervisor	Puts the posters up, hands out the cards, and talks them through before summer
Workers	Use the self-check, drink water often, and keep the card with them
First aiders	Check the card matches their training and the site's first aid arrangements
WHS contact	Replaces faded posters and keeps the card's details up to date

4 The law, in brief

The WHS laws require a business to eliminate risks to health and safety so far as is reasonably practicable and, where that is not possible, to minimise them, working down the hierarchy of control. Heat is one of those risks. The business must also manage the work environment so that workers who work in extremes of heat can do so without risk, provide adequate and accessible facilities such as drinking water, and provide first aid and an emergency plan. Workers and their health and safety representatives are consulted on the risks and the controls.

© 2026 Orana Skills Centre. All rights reserved.

SAMPLE · Hydration Self-Check Poster and Heat Illness First Aid Card · Buy the full editable version:
training.oranaskillscentre.com/documents/hydration-self-check-poster-and-heat-illness-first-aid-card

YOUR LOGO
Right-click > Change Picture

[Company name]

WHS DOCUMENTS & TEMPLATES · DOC-HYD-TPL

Hydration Self-Check

Working in the heat? Look before you flush.

Colour	What it looks like	What to do
	1 Very pale straw	Good. Keep drinking water often, in small amounts.
	2 Pale straw	Good. Keep drinking water often, before you are thirsty.
	3 Yellow	Drink water now.

The rest of this page, and the rest of this document, are in the full product.

SAMPLE

© 2026 Orana Skills Centre. All rights reserved.

SAMPLE · Hydration Self-Check Poster and Heat Illness First Aid Card · Buy the full editable version:
training.oranaskillscentre.com/documents/hydration-self-check-poster-and-heat-illness-first-aid-card

WHS DOCUMENTS & TEMPLATES · DOC-HYD-TPL

Hydration Self-Check Poster and Heat Illness First Aid Card

END OF THE FREE SAMPLE

This sample shows a few pages, so you can judge the layout and the quality. A urine colour chart poster for toilets, crib rooms and site sheds, from pale straw to dark amber with a plain action for each, and a wallet or hard-hat card with the signs of heat exhaustion and heat stroke and the first response.

What the full product contains

- **Hydration self-check poster: six urine colour swatches from very pale straw to dark amber with an action for each, a guide not a medical test (A4)**
  02_TEMPLATE/Hydration Self-Check.docx and .pdf
- **Heat illness first aid card: signs of heat exhaustion and heat stroke, and what to do; three cards to a page, to cut out and fold**
  02_TEMPLATE/Heat Illness First Aid Card.docx and .pdf
- **The hydration self-check, A3 PDF for printing large**
  02_TEMPLATE/Hydration Self-Check A3.pdf
- **How to Use This Template: how to complete and adapt it, the law in brief, state and territory notes, records and every placeholder**
  01_START_HERE/How to Use This Template.pdf
- **Read Me First, Product Overview, Permitted Use Terms and Version Information**
  01_START_HERE/ (PDF)

Formats

- Word (.docx), editable, with your logo and business name in the header
- PDF copies of the Word documents, for printing blank
- A3 PDF of the poster, for printing large
- Delivered as a single ZIP download

Get the full editable documents

https://training.oranaskillscentre.com/documents/hydration-self-check-poster-and-heat-illness-first-aid-card

Instant download after purchase. · Orana Skills Centre · 1800 231 173 · bookings@oranaskillscentre.com

© 2026 Orana Skills Centre. All rights reserved. · v1.0