



ECKERD COLLEGE

Safe Operating Procedure

(1/04)

FIRST AID KITS

While EC facilities are not required by law to be equipped with first aid kits, they can be useful in the self-treatment of minor injuries that do not require the attention of a medical professional. When properly equipped, they can also be useful in providing supplies to immediately treat more serious injuries and minimize health effects before medical attention can be secured.

In general, selection of the contents of a first aid kit should be based on anticipated hazards of the work place. At a minimum, kits should contain the contents listed in the table below as recommended by American National Standards Institute (ANSI) Z308.1-1998, Minimum Requirements for Industrial Unit-Type First Aid Kits.

Item	Minimum Size or Volume	Minimum Quantity
Absorbent Compress	32 sq. inch (no side smaller than 4 inches)	1
Adhesive bandages	1 x 3 inches	16
Adhesive tape	5 yards	1
Antiseptic (alcohol wipes)	0.5 g application	10
Burn treatment (Heat)	0.5 g application	6
Medical exam gloves	Large or X-Large	2 pair
Sterile pads	3 x 3 inches	4
Triangular bandages	40 x 40 x 56 inches	1
Kit content and inspection checklist	NA	1

Other items as required by specific work place hazards- see below.

As indicated in the above table, kits should contain additional items based on specific work place hazards. The following table provides recommendations for additional supplies based on specific types of hazards and locations where these types of items may be appropriate.

Item	Minimum Quantity	Example location/hazard
Calcium gluconate	100 grams	Labs or shops where hydrofluoric acid (HF) is used.

The following table lists other kit equipment that may be useful in any location.

Item	Use(s)
Tweezers	Removal of slivers, insect stingers, or other foreign object.
Disposable resuscitation equipment	Protection of individuals administering CPR.
Safety glasses/goggles	Protection of individuals administering first aid from bodily fluids of injured persons.
Cold compresses	Bruises, heat stroke.
Blanket	Shock, elevation of body parts.
Disinfectant such as rubbing alcohol	Irrigation of wounds and sterilization of equipment (such as tweezers).
Hand sanitizer	Minimize potential for introduction of infections while treating wounds.
Over-the-counter medications such as analgesics, anti-histamines, medicated ointments, etc.	Poisonous plants, pain relief.
Scissors	Cutting bandages, tape, removal of obstructing clothing, etc.
Tongue blades	Splint for injured fingers.

All locations are encouraged to maintain first aid kits, including laboratories, classrooms, shops, offices, and others. In addition, vehicles should also be equipped with first aid kits when employees routinely work at remote sites. Questions regarding suggested kit contents should be addressed to Fawn Crotty.

General Considerations

- All work related injuries, even those not requiring medical attention, must be reported in accordance with NAS accident reporting procedures.
- While strongly recommended, training is not required to use a kit for self-treatment or when assisting an injured person as a Good Samaritan act. However, individuals who administer first aid as an explicit or implied job function must participate in training and receive appropriate vaccinations.
- Kits that are intended for use by designated emergency responders or certified first aid personnel are beyond the scope of this SOP.
- Kits should be located in designated, readily accessible locations. More than one kit may be advisable in large facilities or areas that are occupied during non-standard working hours. Consider equipping certain work vehicles (e.g., farming, landscape, and maintenance operations) with kits.

- Where kits are provided, a person should be designated as responsible for periodically reviewing the contents of the kit to determine if items need to be replaced due to consumption/use, expiration, or damage. This function could be assigned to a unit safety committee member, building maintenance reporter, or another individual.
- Kits are a supplement to and not a replacement for appropriate facility emergency equipment such as eyewash and emergency shower stations.
- Kits should be assembled in a case that is suitably constructed to protect the contents. For example, a sealed, hard case is appropriate for vehicles, while a soft side case or designated cabinet is appropriate in clean environments that are protected from soil, dust, precipitation, and other adverse elements.
- Students and Employees with special medical needs are encouraged, but not required, to notify their supervisors of health conditions, and should maintain a personal stock of first aid items (e.g., antidotes for diabetic shock, inhalers for persons with asthma, epi-pens for persons with severe allergies to insect bites, etc.).