

CONTENTS OF FIRST AID KITS

FIRST AID KITS FOR OFFICE AREAS AND PUBLIC BUILDINGS

(Suitable for 1 – 50 people, low risk or 1 - 40 people, medium risk)

- Names and extension numbers of First Aiders in the area (normally those on the floor on which the kit is located plus those on the floor above and below)
- Communication procedures for contacting First Aiders (including after-hours contacts)
- Emergency Services telephone number
- Basic First Aid notes
- Pen and note pad
- First aid report forms x 1 pad
- Resuscitation mask
- Disposable gloves x 15 pairs
- Band aids x 100
- Sterile eye pads x 6
- Un-medicated sterile wound dressing (large) x 2
- Un-medicated sterile wound dressing (medium) x 2
- Un-medicated sterile wound dressing (small) x 2
- Triangular bandages (disposable) x 2
- Triangular bandages (fabric) x 2
- Crepe bandages 10cm x 1
- Crepe bandage 7.5cm x 2
- Gauze bandage 5cm x 1
- Gauze squares x 1 packet
- Normal saline ampoules 30ml x 4
- Ice pack (chemical) x 1
- Stainless steel scissors x 1 pair
- Safety pins x 1 pkt
- Hypo-allergic tape 1,25cm x 1 roll
- Disposable splinter removers x 5
- Chux x 2
- Biohazard bags 250 x 300mm x 2

FIRST AID KITS FOR HIGH HAZARD AREAS

(Suitable for 1 -25 people)

- Names and extension numbers of First Aiders in the area (normally those on the floor on which the kit is located plus those on the floor above and below)
- Communication procedures for contacting First Aiders (including after-hours contacts)
- Emergency Services telephone number
- Basic First Aid notes
- Pen and note pad
- First aid report forms x 1 pad
- Resuscitation mask
- Disposable gloves x 12 pairs
- Band aids x 100
- Sterile eye pads x 8
- Un--medicated sterile wound dressing (large) x 2
- Unmedicated sterile wound dressing (medium) x 2
- Un-medicated sterile wound dressing (small) x 2
- Triangular bandages (disposable) x 2
- Triangular bandages (fabric) x 2
- Crepe bandages 10cm x 1
- Crepe bandage 7.5cm x 2
- Gauze bandage 5cm x 1
- Gauze squares x 1 packet
- Normal saline ampoules 30ml x 4
- Combine dressing 9 x10cm x 4
- Ice pack (chemical) x 1
- Burns Module
- Space blanket
- Stainless steel scissors x 1 pair
- Safety pins x 1 pkt
- Hypo-allergic tape 1,25cm x 1 roll
- Disposable splinter removers x 5
- Chux x 2
- Biohazard bags 250 x 300mm x 2

FIRST AID KITS FOR OFF - CAMPUS TRIPS

- Names of First Aiders in the area participating in the off-campus trip
- Communication procedures for contacting First Aiders
- Emergency Services telephone number
- Basic First Aid notes
- Survival handbook
- Whistle
- Torch and batteries
- Pen and note pad
- First aid report forms x 1 pad
- Resuscitation masks x 2
- Disposable gloves x 30 pairs
- Band aids x 200
- Sterile eye pads x 8
- Eye protection shields (disposable) x 2 sets
- Un-medicated sterile wound dressing (large) x 4
- Un-medicated sterile wound dressing (medium) x 8
- Un-medicated sterile wound dressing (small) x 4
- Triangular bandages (fabric) x 4
- Heavy elastic bandage x 12.5cm x 3
- Crepe bandages 10cm x 4
- Crepe bandage 7.5cm x 4
- Gauze bandage 5cm x 2
- Combine dressings 9x10cmx4
- Gauze squares x 4 packets
- Normal saline ampoules 30ml x 4
- Normal saline ampoules 50ml x 5
- 2 litres of fresh water if no onsite access to fresh water
- Ice pack (chemical) x 2
- Space blankets x 2
- Stainless steel scissors x 1 pair
- Plastic kidney dish x 1
- Shears (round nose) x 1 pair
- Safety pins x 1 pkt
- Hypo-allergic tape 1,25cm x 2 rolls
- Zinc oxide tape 7.5cm x 2 rolls
- Chux x 2
- Biohazard bags 250x 300mm x 2
- Disposable towels x 1 pkt
- Disposable splinter removers x 10
- Plastic drinking vessel x 1
- Burnaid burn dressing 10cmx10cm x 2 pkts (only to be used by a First Aider with the appropriate training)
- Cervical collar x 1 (only to be used by a First Aider with the appropriate training)

Note

An Anaphylaxis Module and/or Asthma Module may also be required. Refer to [First Aid procedure](#) for further information.

First aider cleans up

First aider should draw water and wash over dry land (not in a water course)

- Nail brush x 1
- Antiseptic soap x 1
- Antiseptic hand wipes x 1 pack

FIRST AID KIT FOR OFF - CAMPUS TRIP (PORTABLE)

(Contents may vary according to the requirements of the trip)

NB: The contents of this kit assumes that off-campus staff/students/authorised volunteers are carrying a means of communication with base camp at all times.

- Emergency Services telephone no
- Basic First Aid leaflet
- First aid report forms x 6
- Hazard and Incident Report Form x 6
- Resuscitation mask
- Disposable gloves x 2- medium to large
- Band aids x 20
- Unmedicated sterile wound dressing (large) x 2
- Triangular bandages fabric x 2
- Heavy duty crepe bandages 7.5cm x 2
- Small scissors x 1
- Roll of strapping tape x 1
- Saline amps x 50ml x 2
- Space blanket x 1
- Splinter removers (Disposable) x 5
- Safety pins x 10
- Biohazard bag 250x 300mm x 1
- Antiseptic hand wipes x 1 small pack

VEHICLE FIRST AID KITS

- Emergency Services telephone no
- Basic First Aid notes
- First aid report forms x 1 pad
- Hazard and Incident Report Form x 5
- Resuscitation mask
- Disposable gloves x 8
- Band aids x 50
- Sterile eye pads x 2
- Un-medicated sterile wound dressing (large) x 2
- Un-medicated sterile wound dressing (medium) x 2
- Un-medicated sterile wound dressing (small) x 2
- Triangular bandages fabric x 2
- Crepe bandages 10cm x 2
- Gauze bandages 7.5cm x 2
- Gauze pads x 1 pkt
- Saline amps x 50ml x 4
- Space blanket x 1
- Shears round nose x 1
- Safety pins x 1 pkt
- Hypo allergic tape 1.25cm x 1
- Biohazard bag 250x 300mm x 1
- Bottle of distilled water 500ml
- Antiseptic hand wipes x 1 pack

ADDITIONAL MODULES FOR FIRST AID KITS

CONTAINERS FOR MODULES

The modules must be kept in containers which clearly identify their contents and purpose.

BURNS MODULE

Contents

- Guidance notes
- Burns dressings of assorted sizes
- Size of the dressings should be determined having regard to the nature of the hazard in the workplace. Assistance with this can be obtained from First Aid professionals or First Aid suppliers.

EYE MODULE

Contents

- Guidance notes
- Eye wash (once only use container)
- Sterile eye pads
- Adhesive tape

ASTHMA MODULE

The First Aid kit containing the module must be marked as follows:

This kit contains an asthma module

Contents

- Reliever inhaler (usually Ventolin/Salbutamol);
- Disposable spacer x 2 to match the inhaler;
- Emergency protocol;
- First aid report forms.

ANAPHYLAXIS MODULE

Contents

- Adrenaline auto injector (in date) EpiPen is the preferred brand
- Directions for use, specific to the brand of auto-injector in kit (i.e. EpiPen/Anapen)
- Sharps container (small)
- First Aid Injury Report Forms

Note

The Adrenaline auto injector must be stored in accordance with the Manufacturer's instructions. (As a general rule - protected from light and between 15C -25C)

FIRST AID KIT CONTENTS FOR WORKING WITH MACAQUES

Equipment

- Eye wash facilities to ensure continuous freshwater stream for at least 15 minutes.
- First Aid box clearly labelled "First Aid Box – following exposure to macaques or marmosets"

First Aid Box Contents

- Clean disposable scrub brush (x2)
- Basin for soaking large wounds (x1)
- Sterile gauze pads (different sizes) for soaking and dressing of wounds (x8)
- Bottle of betadine or chlorhexidine (x2)
- Melolin 4 pads (various sizes)
- Micropore tape roll (x1)
- Bandages (x2)
- Eye-wash bottle (Eyestream) (x2)
- Surgical gloves (8 pairs)
- Biohazard bags

Procedures To Be Kept Inside First Aid Box

- Laminated First Aid procedures (1 copy)
- Information sheet for medical practitioner (2 copies)
- Procedures for the management of suspected exposure to *Cercopithecine Herpesvirus 1* (B Virus)

Specimen Collection and Culture Materials (Animal House)

- Sterile cotton or dacron swabs (without metal shafts)
- Screw-top vials (3-5 ml) containing 1-2 ml of virus transport medium

FIRST AID KIT CONTENTS FOR SPECIFIC HAZARDS

CYANIDE MODULE

Contents

- Copy of appropriate MSDS
- Gloves x 4 pairs
- A copy of National Occupational Health and Safety Commission: Cyanide poisoning, (2nd edition) 1993
- Biohazard bags labelled “Contaminated with cyanide”
- First aid injury report forms
- Hazard & incident report forms
- Resuscitation masks (e.g. Laedel or Ambu)
- OHS Information Sheet: First Aid for Cyanide Poisoning

HYDROFLUORIC ACID (HF) MODULE

Contents

- Copy of appropriate MSDS
- Calcium gluconate gel - 2.5% 50g tube x 2 tubes
- Swabs x 1 packet
- Gloves x 4 pairs
- Biohazard bag labelled “Contaminated with Hydrofluoric Acid”
- First aid injury report forms
- Hazard & incident report forms
- OHS Information Sheet: Hydrofluoric Acid
- Sterile cotton or dacron swabs (without metal shafts)
- Screw-top vials (3-5 ml) containing 1-2 ml of virus transport medium

PHENOL MODULE

Contents

- Copy of the appropriate MSDS for phenol
- Polyethylene glycol 300 or 400 (PEG) 500gm x 2
- Swabs x 1 packet
- [Chemical resistant gloves](#) x 4 pairs
- Biohazard bag labelled “Contaminated with Phenol”
- First Aid Injury Report forms
- Hazard & incident report forms
- OHS Information Sheet: Phenol