

SUBJECT: FIRST AID AVAILABILITY

EFFECTIVE

DATE: 03-22-11 (replaces 09-16-09)

APPROVED BY:

Reviewed (no changes): _____

Executive Director

POLICY

It is the policy of McIntosh Trail Community Service Board that a First Aid Kit will be available in every facility and vehicle.

PROCEDURE

1. The First Aid Kit shall contain the following:

Alcohol	Eye Wash
Antibacterial Antibiotic Cream (e.g. Neosporin)	Scissors
Spill Kit	Tweezers
Spill Clean-up Kit	CPR Shield
H2O2 Hydrogen Peroxide	Oval Eye Pads
Antiseptic Wash	Gauze Pads
Latex Gloves	Cotton Balls/Sterile
First Aid Tape	Band-Aids
Elastic Bandage	4"x4" or 3"x3" Sterile Pads
	Red Cross First Aid Manual

2. The contents are to be checked quarterly by the site monitor to assure completeness or to remove expired medications or deteriorated materials.
3. The inventory form (in Administrative forms section of FormDOCS) will be maintained with the First Aid Kit.
4. The First Aid Kit must be easily accessible. Sites will have the First Aid Kit sign visible on the container and in the area storing the First Aid Kit. The labeled container is placed in a designated location. The container is not to be placed behind a locked door.