

First Aid Kit Q&A

1.) What are the regulations regarding first aid kit and supplies?

- Per Cal OSHA, there “shall be adequate first-aid materials, approved by a consulting physician, readily available for the employees.” The first-aid materials shall be inspected frequently and replenish as needed.
- Cal OSHA doesn’t define and it’s up to the employer to consider what’s “adequate,” “readily available,” and “frequent.”

2.) What are the procedures regarding first aid kit?

- For departments where the employees operate equipment or machinery (such as Science and Facilities Management), EHS will provide a first aid kit upon the department request. Other departments can purchase an EHS approved kit for their department us-ages.
- It’s the individual department responsibility to inspect the first aid kit and ensure the materials are in usable conditions. The department can contact EHS (x5-4139) for items needing to be re-stocked. Annually, EHS will send out an email reminding departments to inspect their first aid kits and whether items need to be replenished. Department should contact Ayesha Moss in EHS to be on the email distribution list.
- Jill Millican (SA 4700) also has first aid supplies that she can provide to employees on an as needed basis.
- Reminder: All work-related incidents/injuries must be reported to the Workers’ Com-pensation Coordinator, Jill Millican (x5-4227), within 8 hrs regardless of the severity of the incident/injury.

3.) What items should I maintain in the first aid kit? What items are not permitted?

- As a general rule, materials in the first aid kit are meant to stop or slow down the bleed-ing and/or protect the wound as the individual await for medical attention. There should be no medications or antibiotics in the kit.
- Dr. Mark Khoo, Student Health and Counseling Services, had approved the items below:
 - 12 assorted band-aids, 1 roll of 1” tape, 2 eye pads, 10 “2 X 2” gauze, 10 “4 X 4” gauze, 2 rolls of 4” conforming gauze bandage, 1 large dressing pad, 2 triangles bandages , 1 tweezers, 1 scissor, and 3 pairs of disposal gloves.

4.) How frequent should we inspect the first aid kit?

- You should inspect the kit at least quarterly. Inspect the kit more frequently if you know the items are frequently being used.
- Remember to initial and date the inspection tag after each inspection.

5.) Our department already has a first aid kit, but it needs to be replenished.

- The department can purchase the needed items or contact Ayesha Moss in EHS, x5-4139,