

Safety Note #147

WORKPLACE FIRST AID KITS



The contents of a well-stocked first aid kit should be determined based on its location. Title 8 Section 3400 of the California Code of Regulations (CCR/8-3400) states that there shall be adequate first-aid materials readily available for employees. A first aid kit should contain those supplies needed to treat the type of injuries that an employee may be subject to while working in a given area. Examples of this specialization could be the inclusion of burn treatment supplies for a first aid kit in a metal shop or including glucose or sugar solution in a first aid kit where a diabetic office worker is located. CCR/8-3400 also states that first aid materials shall be kept in a sanitary and usable condition.

First aid kits should be placed or stored in common areas of a building that everyone has access to. A good practice to follow is to illustrate the location of all first aid kits on an emergency evacuation route map (See Safety Note #145 for examples) and to label the location of the kit if it is kept behind a door or cabinet. First aid kits located in university or county owned vehicles should have their location labeled or be placed in an obvious location.

CCR/8-3400 states that a frequent inspection (monthly) shall be made of all first-aid materials (kits), which shall be replenished as necessary to insure that items are restocked and not out-of-date. The inspection must be documented.

Below are examples of the type of items that should be in a first aid kit:

- Two pairs of latex, or other sterile gloves.
- Assortment of sterile dressings.
- Cleansing agent/soap and antibiotic towelettes.
- Antibiotic ointment.
- Burn ointment.
- Adhesive bandages in a variety of sizes.
- Saline solution.
- Thermometer.
- Prescribed medical supplies such as glucose.
- Scissors.
- Tweezers.
- Adhesive tape.
- Variety of splint.
- Triangle bandage.
- Instant cold compress.
- Breathing barrier.
- First aid/CPR instruction booklet.



It is recommended that all employees attend and receive first aid and CPR training prior to using a first aid kit in the work place

Aspirin or other over-the-counter pain relievers are not recommended as part of a workplace first aid kit, as these are considered medications and first aid providers are not authorized to dispense medication. Additionally, some employees may have allergic reactions to such medication. Prescription medications are never allowed in workplace first aid kits.