**Objective: Identify the location and contents of a first-aid kit.**

**Trainer’s Note**

First-aid kits are the first line of defense against injury. For this module:

 • Present the information below on contents of a first-aid kit.

 • Discuss procedures to use if a serious accident occurs.

 • Show workers the locations and contents of first-aid kits in your workplace. Ask employees
 to suggest additional kit items.

 • Invite a health-care professional to participate in this session.

 • Review the important points.

 • Have workers take the True/False quiz to check their learning.

**Note:** Review the location and the contents of the kit prior to training. Check for outdated or missing items.

**Background**

Knowing how and what types of first aid to use can prevent a more serious injury. Keep a Red Cross First Aid manual with the first-aid kit.

The Red Cross suggests that the kit include:

* Poison first-aid kit with syrup of Ipecac and charcoal
* Sterile first-aid dressings in sealed envelopes (2" x 2" for small wounds, 4" x 4" for larger wounds and for a compress to stop bleeding)
* Tongue blades
* Bandage scissors
* Tweezers
* Eye wash solution
* Thermometer
* Safety pins
* Ace bandage
* Band-aids
* Roller bandage, 1" x 5 yards (for finger)
* Roller bandage, 2" x 5 yards (to hold dressings in place)
* Adhesive tape
* Triangular bandages for a sling or as a covering over a larger dressing
* Cotton balls for cleaning wounds or applying medication
* Splints 1/4" thick, 1/2" wide, and 12 to 15" long for splinting broken arms and legs
* 70 percent isopropyl alcohol and tincture of green soap in a covered container for cleaning
* Ice packs (chemical ice bags) to use to reduce swelling
* Insect bite kit
* Several pairs of disposable gloves
* Waterless hand wash

There are many types of first-aid kits available. Keep and maintain an appropriate kit on each major piece of equipment, trucks, and cars and in the garage or shop. Kits should be inspected at least twice a month and replenished as necessary.

The Red Cross suggests that workers be certified in emergency cardiopulmonary resuscitation (CPR), the method used to restore heartbeat and breathing. CPR may save the life of someone who has been injured or suffers a serious illness. However, CPR and first aid take training. An untrained individual who gives CPR or first aid may cause harm.

Having an emergency plan in place saves time during an accident. Have a plan for every work location, including machinery sheds, garage, greenhouses, and fields. Know and practice what to do in case of an emergency.

**If a Serious Accident Occurs**

* Stay calm and try to calm the victim.
* Shout or radio for help and tell a specific person to call 911 for Emergency Medical Service (EMS).
* Evaluate the victim’s condition and administer first aid or CPR as needed. (Only trained individuals should administer CPR first aid). Continue treatment until relieved by the EMS personnel.
* Do not move the victim except to protect the victim from further injury.
* Remain with the victim.
* Conduct a quick rescue without risking personal safety.

When calling 911, give the dispatcher the information listed here and remain on the phone until the information is confirmed and the dispatcher says to hang up:

* Location of and directions to the emergency
* Type of emergency
* Number of victims
* Location phone number
* Treatment given to the victim(s)

**Review These Important Points**

* Have a complete first aid kit on all major implements and in all work locations.
* Learn first aid and CPR.
* Know the emergency medical plan and keep it current.
* Know the 911 number and accident information.

**Verbal Quiz**

1. Anyone can give proper first aid in an emergency. **T F**

2. Knowing CPR can save precious seconds and may mean the difference between **T F** life and death.

3. Every business should have an emergency accident plan. **T F**

4. Keep a Red Cross First Aid manual with each first-aid kit. **T F**

5. CPR can save lives. **T F**

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| Answer Key |
| 1 | F |
| 2 | T |
| 3 | T |
| 4 | T |
| 5 | T |