



BULLETIN

23 August 2011

ID: B11004

TO: Club Captains, Persons in charge of Patrols, First Aid Officers

FROM: Ashlee Biddle, Lifesaving Development Officer

SUBJECT: **First Aid Kits (Minimum requirements)**

The following is the minimum requirements for First Aid kits used within Surf Life Saving Clubs in South Australia during season 2011/2012.

First Aid kits/bags may be of the hard case or soft bag variety. Kits should also be lightweight and able to be carried by one (1) person.

ITEM	QUANTITY
Access to 20 minutes of clean running water (if this not possible, hydrogel/cream – 3.5gm sachets x 5)	n/a
Adhesive dressing strips, independently wrapped, minimum quantity (bandaids)	50
Alcohol swabs 70% (ethanol or methanol)(for instrument disinfecting)	10
Approved resuscitation/pocket mask	2
BPC Wound Dressing no:14 or Sterile Combine Dressing	2
BPC Wound Dressing no:15 or Sterile Combine Dressing	2
Instant or reusable Cold/Ice Packs – choice depending on availability of freezer	2
Conforming cotton bandages, 100mm	3
Conforming cotton bandages, 50mm	3
Conforming cotton bandages, 75mm	3
Cotton tipped applicators	50
CPR Flowchart (on display in first aid room)	1
Disposable powder-free latex gloves	10 pairs
Disposable saline eye wash (holding at least 30ml)	5
Disposable saline eye wash (holding at least 15ml)	Optional
Disposable saline eye wash (holding at least 10ml)	Optional
Wound cleaning wipe/swab (1%Centrimide BP)	10
Eye pads, sterile, individually wrapped	4
Foil emergency blanket	2
Gauze pieces 7.5cm x 7.5cm, sterile, (5 pieces per pack)	5 packets
Kidney dish	1
Non-adherent wound dressing/pad (sterile), large. 10cm x 10cm	3
Non-adherent wound dressing/pad (sterile), medium, 7.5cm x 10cm	3
Non-adherent wound dressing/pad (sterile), small, 5cm x 5cm	6
Non-stretch hypoallergenic adhesive tape, 2.5cm wide roll	1
Plastic bags – clip seal (zip lock) set of small, medium and large	1 set
Antiseptic liquid/spray/powder (e.g povidine-iodine 10% solution (betadine)), or 1 x pack 10 swabs	1
Recording book and pencil/pen for recording injury and illness first aid	2
Safety pins	12



Scissors (stainless steel, 12.5cm, sharp/blunt points)	1
Splinter probes – sterile & disposable (NB: used splinter probes must be safely disposed of via suitable sharps container)	10
Triangular bandages (minimum width 90mm, calico or cotton)	4
Tweezers – stainless steel (12.5cm)	1
First Aid Instruction Booklet	1
Sharps disposable container	1

Additional items for First Aid Kits:

Marine Stingers Kit

- Ice (2 x reusable ice packs, or 3kg ice in a machine, esky, freezer)
- Vinegar (1 x 1 litre bottle)

Major Haemorrhage Kit

- Clean towels x 2
- Crepe bandages x 4 (15cm)
- Multi-trauma dressings x 10 (20cm x 20cm)
- Tourniquet x 1
- Universal/rescue shears x 1

First Aid Rooms

- Should be clearly marked FIRST AID (Style Guidelines: Australian Standard AS 1319 Safety Signs for the Occupational Environment)
- Should be set aside exclusively for first aid purposes
- Be well lit and well ventilated
- Be at least 14 square metres in size with impermeable flooring
- Be able to provide privacy for people being treated
- Be regularly cleaned and sanitised
- Have easy access to toilets and showers
- Be suitably located, with convenient access
- Have sufficient space for equipment to be stored and used effectively
- Have adequate access for stretchers or wheelchairs
- Allow easy entry and exit for ambulances or emergency vehicles
- Contain a means of communication (telephone/radio)

First Aid Rooms should contain the following items:

- Clean blankets
- Clean sheets
- Clean towels
- Contaminated waste disposal bin and waste bags
- Contents of first aid kits as outlined above
- Electrical power points
- Emesis (vomit) containers (disposable or plastic)
- Examination couch/bed
- Examination lamp
- Hand cleaner/hand wash solution + nail brush
- Ice packs in freezer (or ice machine with bags) or disposable instant packs
- Kettle or access to boiling water
- Kidney dish
- Large bucket/basin for immersion of feet
- Lined rubbish bin for waste
- Lockable fixed storage cabinet to house:
 - Log book/register
 - First aid supplies
 - Spare oxygen bottles
- Log book/register to record treatments
- Moveable curtain/screen for privacy
- Non-permeable apron for first aid work
- Notice board showing:
 - SLSA Resuscitation Charts
 - Emergency numbers and maps to nearest hospital/doctor surgery
 - Copy of the current edition of an occupational first aid handbook approved by WorkCover
- Oxygen equipment with disposable resuscitation masks
- Paper towels and dispenser or air dryer
- Pillows – plastic cover and pillow case
- Safety glasses/goggles
- Sink with hot and cold water
- Sharps disposal unit
- Spare oxygen cylinder
- Splints; wooden or cardboard
- Stool or chair
- Stretcher or lifting device for immobile patients
- Table or bench
- Telephone or radio