



This is a guide to restocking and maintaining your First Aid Kit. Please keep a copy of this checklist in your kit.

A	B	C	ITEM
2	1	1	Adhesive plastic dressing strips, sterile, packets of 50
1	1	-	Adhesive dressing tape, 2.5 cm x 5 cm
2	1	1	Small bags, plastic, for amputated parts
2	1	1	Medium bags, plastic, for amputated parts
2	1	-	Large bags, plastic, for amputated parts
5	2	-	Dressing, non-adherent, sterile, 7.5 cm x 7.5 cm
5	2	-	Eye pads, sterile
3	1	1	Gauze bandages, 5 cm
3	1	-	Gauze bandages, 10 cm
10	4	2	Gloves, disposable, single
1	1	-	Rescue blanket, silver space
1	1	-	Safety pins, packets
1	1	-	Scissors, blunt/short nosed, minimum length 12.5 cm
1	1	-	Splinter forceps, stainless steel
12	6	-	Sterile eyewash solution, 15 ml single use ampules or sachets
1	1	-	Swabs, prepacked, antiseptic, packs of 10
8	4	1	Triangular bandages, minimum 90 cm
10	3	1	Wound dressings, sterile, non-medicated, large
1	1	1	First-aid pamphlet (as issued by the St John Ambulance or the Australian Red Cross Society, or any other first-aid pamphlet approved by WorkCover)

### Kit A

Intended for workplaces (other than factories & construction sites) at which 100 or more people' work.

### Kit B

Intended for workplaces (other than factories & construction sites) at which fewer than 100 and more than 10 people work.

### Kit C

Intended for workplaces (other than factories & construction sites) at which 10 or fewer persons work. A type C kit would be suitable for most University vehicles.

N.B. Kits may contain additional items as long as these are FIRST AID requisites only. CPR masks should be contained in first aid kits. These masks are designed to provide protection against possible infection risks in resuscitation.

Defibrillators can be purchased as part of the First Aid Kit Supplies in the same manner as any normal First Aid Kit supplies. They should be accessible by all staff and should be mounted to the wall and alarmed. Maintenance is the responsibility of the Faculty or School First Aid Officer.

Kits should not contain medicines of any kind. This includes headache tablets and multiple use lotions or creams.

### **Purchasing First Aid Kits and Supplies (including Defibrillators)**

1. [eProcurement](#)
2. [Unedit First Aid Supplies](#) - set up an account and receive a tax invoice
3. [Medilife Training & First Aid Supplies](#) - set up an account and receive a tax invoice, pay by credit card
4. [St John NSW](#)

### **First Aid Kit Installations**

To place your request for a First Aid Kit to be wall mounted call FM Assist on x55111 or alternatively you can send an email to [FM Assist](#).