



First Aid Kit Contents Checklist

Restock and check expiry dates at least every 3 months and/or after use.

Congregation:

Kit Location:

A basic first aid kit should contain at least the following (consider additional equipment in bushfire or flood zones) :	Quantity:	Yes/No
Emergency services telephone number(s) and address(es)		
Notebook and pen	1	
Resuscitation face mask or face shield	1	
Disposable nitrile examination gloves (nitrile is a latex-free rubber suitable for people with latex allergies)	5 pairs in a range of sizes	
Gauze pieces 7.5 x 7.5 cm, sterile 3 per pack	5 packs	
Saline, 15 ml	8	
Wound cleaning wipe, single 1% Cetrimide BP	10	
Band-Aids – plastic or fabric, packet of 50	1	
Splinter probes, single-use, disposable	10	
Tweezers/forceps	1	
Antiseptic liquid/spray 50 ml	1	
Non-adherent wound dressing/pad 5 x 5 cm (small)	6	
Non-adherent wound dressing/pad 7.5 x 10 cm (medium)	3	
Non-adherent wound dressing/pad 10 x 10 cm (large)	1	
Conforming cotton bandage, 5 cm width	3	
Conforming cotton bandage, 7.5 cm width	3	
Crepe bandage, 10 cm, for serious bleeding and pressure application	1	
Scissors	1	
Non-stretch, hypoallergenic adhesive tape – 2.5 cm wide roll	1	
Safety pins, packet of 6	1	
BPC wound dressing No 14, medium	1	
BPC wound dressing No 15, large	1	
Dressing-Combine Pad 9 x 20 cm	1	
Resealable plastic bags – large, for amputated parts	5	
Triangular bandage, calico or cotton minimum width 90 cm	2	
Emergency rescue blanket for shock or hypothermia	1	
Eye pad, single-use	4	
Access to 20 minutes of clean running water, or hydrogel 3.5 gm sachets	5 packets	
Instant ice pack for treatment of soft tissue injuries and some stings	1	

If there is a risk of burns (for example a commercial kitchen) the following should also be included:	Quantity:	Yes/No
Burn treatment instructions on two waterproof instruction cards: one for the first aid kit and the other to be located on the wall next to the water supply		
Hydrogel, 8 x 3.5 gram sachets		
Hydrogel dressings		
7.5 cm cotton conforming bandage		
If your work is performed outside and there is a risk of insect bites or snake bites (such as a youth camp or gardening ministry), the first aid kit should also contain:	Quantity:	Yes/No
A heavy-duty 10 cm crepe bandage for snake bites		
Sting relief cream, gel or spray		
Where people work in remote location away from emergency services, the first aid kit should also contain:	Quantity:	Yes/No
A heavy-duty 10 cm crepe bandage for snake bites		
Large clean sheeting, for covering burns		
Thermal blanket, for treating shock		
Whistle, for attracting attention		
Torch/flashlight		

Additional first aid requirements

Some workers or members of the congregation may also have additional medical needs that you may wish to consider when the contents of the first aid kit are determined. The first aid officer or the person nominated to monitor the first aid inventory should check with workers if they have any medical conditions that should be considered when they are inducted and when first aid inventory is reviewed. Medications for adults, including analgesics (e.g. paracetamol) are not considered a first aid item and should not be kept within a first aid kit.

When children are in our care

When children are involved it is important to understand if there are any specific first aid requirements for children in our care. We must store medications (such as epinephrine and asthma spacer) in accordance with the manufacturer's instructions. These should be administered in accordance with first aid training