



# First Aid Procedure

## HSEQ Procedure

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### What this procedure describes

How TasNetworks provides access to trained first aid officers and suitable first aid equipment and facilities across its workplaces.

### Why it is required

- To ensure workers and visitors are provided with immediate first response treatment for an injury or illness.
- TasNetworks is required to provide access to first aid equipment, facilities and first aid officers in accordance with *Work Health and Safety Act 2012*, it's Regulations and the Code of Practice: First Aid in the Workplace.
- The procedure supports the TasNetworks' goal of Zero Harm.



### Who it applies to and when

The procedure applies to everyone working for, or on behalf of TasNetworks.

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## Authorisation

Issue date	31/10/17
Authorised by	HSETC Group Leader
Review Cycle	2 years

## Revision History

**NOTE: Revisions to this procedure are to be provided to the Communications Team for uploading to the Contractor Resources web page**

Date	Revision Details
28/04/17	Review and revision
13/08/2018	Review, metadata updates

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# 1. What is first aid

First Aid is the immediate treatment, or care, given to a person suffering from an injury or illness until more advanced care is provided or the person recovers. Providing immediate and effective first aid may reduce the severity of an injury or illness and promotes recovery.

## 2. Nominated first aid officers

TasNetworks will nominate first aid officers at each main facility. Their role is to administer first aid to injured persons and to inspect and maintain first aid kits at these facilities.

The minimum number of nominated first aid officers at each facility is in accordance with the recommended ratios outlined in the First Aid in the Workplace Code of Practice.

- Low Risk Workplaces – (i.e. offices) one first aid officer for every 50 workers
- High Risk Workplaces – (i.e. sites where field work is undertaken) one first aid officer for every 25 workers

The risk level of each workplace is determined by a risk assessment conducted by a competent person. For a current list of the first aid officers, refer to the emergency response plan for that site. Due to the nature of their workplace i.e. they work in a remote area or areas where access to emergency services is difficult, all field based workers require first aid training.

### 2.1 Identification of nominated first aid officers

The names and contact information for all nominated first aid officers for a facility / work area and shift are posted on the wall of the first aid room or, where a room is not provided, at the location of the first aid kit. The information is available on the Zone. The details of current nominated first aid officers are in the Site Emergency Response Plans. All field based workers are trained in first aid.

### 2.2 New workers

The induction process for all new workers includes the location of first aid kits, defibrillators and the identification of the nominated first aid officer for the work area. New workers are required to provide details for a nominated contact person in case the worker is too injured or ill to stay at work.

New workers are provided the opportunity to make available any information relating to specific medical treatment needs they may require in an emergency. This information will be provided to the nominated first aid officer if the worker's consent is provided.

### 2.3 Record keeping

All first aid officers will keep records of treatments they provide on the First Aid Report Form that is located with the first aid kit.

All incidents are to be reported as per TasNetworks [Incident Management Procedure](#).

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### 3. First aid kits

First aid equipment and facilities must be accessible to workers wherever they work, including people who work outside business hours or in remote areas. First aid kits are serviced six monthly.

A first aid room is recommended for low risk workplaces with 200 or more persons, and high risk workplaces with 100 workers or more. For work sites, particularly where long term work is being performed, specific first aid requirements should be assessed using a Job Risk Analysis, with consideration of, but not limited to, risk factors such as hazards on site, tasks performed, proximity to medical services and the number of workers on site. Any additional first aid equipment and facilities, including the provision of first aid rooms where appropriate, are to be arranged before work commences.

#### 3.1 First aid kit location

- Every designated first aid room has a first aid kit. Where a designated room is not provided, such as low occupancy buildings, at least one first aid kit is provided for the site.
- A first aid kit is available and accessible to each work area on sites with multiple buildings.
- All nominated first aid officers are provided with a portable first aid kit.
- All TasNetworks vehicles are supplied with a portable first aid kit.

##### Location of First Aid Kits by Site

Site	Location
Workplace vehicle kits provided in all vehicles	Workplace vehicle kits, with the inclusion of casualty burn sheets, a large universal dressing and disposable face shield are supplied in all vehicles. These adapted kits offer protection for managing burns and working in remote areas.
Cambridge	Main building – 2 medium risk kits located near the kitchen and kitchenette. A defibrillator is located near reception and in the warehouse corridor. 2 medium risk kits (located in the warehouse store), 1 low risk kit (located in the demountable). 1 wall mounted kit in the data centre.
Huonville	1 medium risk wall mounted kit and 1 defibrillator located in the workshop.
New Norfolk	1 medium risk wall mounted kit located in the office.
Mornington (including the training school)	3 medium portable kits, 2 medium wall mounted kits and 1 chainsaw kit are located throughout the building and in training areas. 1 defibrillator is in the main entrance near the fire panel. 1 defibrillator is in the all weather training area.
Burnie	1 medium portable kit and 1 medium wall mounted kit located in the downstairs hall near the crib room. A defibrillator located in the Stores area in the internal walkway from the office area through to the exit to the Warehouse Yard and in the main office opposite the main door
Devonport	1 medium risk wall mounted kit is located on the outside of the

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	kitchen wall and a defibrillator is located adjacent to the first aid kit. 1 portable kit located in the warehouse.
Queenstown	1 medium risk portable kit located in the office.
Smithton	1 medium risk portable kit located in the crib room.
St Marys	1 medium risk wall mounted kit located in the foyer.
Campbell town	4 medium wall mounted kits - 2 are in the workshop, 1 in the kitchen and 1 in the locker room.
Deloraine	1 medium industrial kit located in the small office off the main crib room.
Rocherlea	The first aid room (located near the Energy Business kitchen) contains a large leisure grab bag. There are 5 first aid kits located in the office, oil store and warehouse. Vehicle grab bag kit located in the office. A defibrillator is located just inside the front door and another is in the warehouse.
Scottsdale	1 medium portable kit is located on top of the cupboards in the main crib room.
Maria street	1 defibrillator and first aid kit inside the entry door to upper floor of Administration building 1. 1 defibrillator in the Communications area of Administration Building 1 1 defibrillator in the main corridor of lower floor of Administration Building 2 1 defibrillator in the Secondary Store outside the IT store door and in the Operations building foyer
Bridgewater Transmission Store	1 first aid kit and a defibrillator in the main office area, right hand side of the entrance
Cambridge data centre	1 first aid kit in the foyer/office area
Derwent Park data centre	1 first aid kit in the office area
West Hobart data centre	1 first aid kit located on the left hand side of the main entry door
Trevallyn	NA
Chapel St Substation	NA

TasNetworks defibrillators are listed for use by members of the public with Ambulance Tasmania.

### 3.2 First aid kit contents

The kit provided at each location has been determined per the assessed risk exposure for tasks and location. The Health Safety and Environment team undertake the risk assessment process. Essential items in a first aid kit include:

- CPR chart;
- Gloves;
- Dressings;
- Scissors; and
- Resuscitation face mask.

Field crews are provided with access to Burn Aid for use if water is not available. Burn Aid is a stock item. Field crews are responsible to monitor the expiration date and organise a replacement as required. Field crews are provided with a personal snake bite kit and are

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personally responsible to monitor and arrange a replacement as required. The contents of the standard first aid kits are in Appendix A.

### 3.3 First aid kit inspection

The HSE Team ensure a contract is in place for the regular inspection and service of first aid kits on a six monthly rotation.

The driver of any TasNetworks vehicle is responsible to inspect and maintain the vehicle first aid kit as part of the pre-use vehicle inspection. Any driver who uses a vehicle first aid kit or notices that the seal of the kit is broken is to exchange the vehicle first aid kit with a nominated first aid officer. Vehicle first aid kits are routinely inspected as part of the scheduled servicing contract and are replaced if the seal of the kit is broken. First aid officers contact St John Ambulance to have essential items replaced when they have administered them.

### 3.4 Defibrillator

Defibrillators are located at:

- Cambridge – 2 units. Near reception and in the warehouse corridor
- Huonville – 1 unit. In the workshop
- Maria St – 5 units. Opposite the gym in the lower Administration Building 2, near the first aid room in Administration Building 1, in the Communications area of Administration Building 1, Secondary Store outside the IT store door and Operations Building foyer.
- Rocherlea – 2 units. In the first aid room and in the warehouse
- Burnie – 2 units. In the Stores area in the internal walkway from the office area through to the exit to the Warehouse Yard and in the main office opposite the main door
- Devonport – 1 unit. Adjacent to the first aid kit.
- Mornington – 2 units. Front entrance near the fire panel and the all weather training area.
- Protection and Control officers have been provided a defibrillator for their vehicles.

All TasNetworks defibrillators are registered with Ambulance Tasmania and are included in their Early Access to Defibrillation Program. A map of defibrillators accessible to the public can be viewed at <http://maps.thelist.tas.gov.au/listmap/app/list/map?bookmarkId=59843>. The map is published by the Department of Primary Industries, Parks, Water and Environment. Record of defibrillator registration is maintained and updated by HSE Team. Site and vehicle defibrillators form part of the six monthly service provided by St John Ambulance.

### 3.5 Emergency eye wash and shower equipment

The Code of Practice requires eye wash equipment to be provided where there is a risk of hazardous chemicals or infectious substances causing eye injuries. Immediate access is provided to shower equipment in locations where there is a risk of:

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- exposure to hazardous chemicals resulting in skin absorption;
- contamination from infectious substances; or
- serious burns to a large area of the face or body (including chemical or electrical burns or burns that are deep, in sensitive areas or greater than a 20 cent piece).

The need for the provision of emergency eye wash and shower equipment per site – either fixed or portable – is to be determined via a Risk Assessment.

## 4. Training

### 4.1 Minimum level of first aid training requirements

In the interest of health and safety and to preserve and protect the life of any person, TasNetworks encourages and offers first aid training to all employees (cost allocation is to their workgroup). First aid training is mandatory for some employees and contractors and optional for others. The minimum level of first aid training required will be in accordance with Table 1.

**Table 1. – TasNetworks Minimum First Aid Training Requirements**

Employee Type	Type of Training	Requirement
Office based employee	Provide emergency life support (previously known as emergency first aid)	Optional
Field Worker	Provide emergency life support (previously known as emergency first aid)	Mandatory
Nominated first aid officer	Provide First Aid (previously known as Senior First Aid)	Mandatory

### 4.2 Additional or special training requirements

Appropriate first aid training requirements for sites and teams are to be determined via a risk assessment, considering all potential hazards including those impacting the mental wellbeing of staff. Where a worker or work group consider they require training outside of Table 1, the matter must be raised with their immediate leader and a member of the HSE Team.

### 4.3 Refresher training

Provide Emergency Life Support and Provide First Aid certificates are valid for three years. Recertification for Providing Cardiopulmonary Resuscitation (CPR) is required annually. Arranging and coordinating first aid training and maintaining a training record database is the responsibility of TasNetworks Training Team.

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## 5. Communication

The TasNetworks communication system, including how to communicate with workers in a remote or isolated area is outlined in each [Site Emergency Procedure](#).

## 6. Managing exposure to bodily substances

First aid officers are to assume prior to providing first aid to an ill or injured person that they could be exposed to bodily fluids and the possibility of disease. Good hygiene practices are to be followed before and after administering first aid. First aid personal protective equipment (PPE) is provided in first aid kits and is to be worn. Sharps must be handled in accordance with the [Work Practice for Handling Sharps](#).

### 6.1 Responding to exposure

If a person comes into contact with blood, body substances or a contagious illness, where possible wash skin with soap and water immediately and flush the eyes and mouth with water.

### 6.2 Cleaning spills

In the unlikely event a spill of blood or bodily substances needs to be cleaned, cleaning should begin as soon as possible after an incident. PPE can be obtained from Stores or purchased. A facilities request needs to be lodged to organize professional cleaning of the spill also.

## 7. Counselling services

TasNetworks provides a confidential and independent Employee Assistance Program (EAP). This is available to all workers. First aid officer and workers may contact the EAP for debriefing or counselling services after a workplace incident.

## 8. Responsibilities

### 8.1 TasNetworks

Has the duty to ensure:

- First aid equipment is provided and is accessible to workers.
- Access to first aid facilities.
- An adequate number of workers are trained to administer first aid or that workers have access to first aid.

### 8.2 Health safety and environment team

- Assist in selecting appropriate first aid kits for each worksite and all fleet vehicles (for example by conducting risk assessments)

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- Audit compliance with this standard.
- Maintain this standard.

### 8.3 Site emergency coordinator

- Appoint wardens and first aid officer at each worksite, except for depots as all field based workers are trained in first aid.
- Contact the Health Safety and Environment Leader if further first aid equipment and facilities are required.

### 8.4 Chief warden

- Display a current list of wardens and designated first aid officer in prominent areas at their workplace.
- Inform other Emergency Control Organisation (ECO) member (wardens and first aid officer within your site) if site emergency procedures have been revised.
- Ensure there are a sufficient number of designated first aid officer for their worksite (excluding response centres). The number of dedicated first aid officer required for each worksite is outlined by the risk assessment conducted by the Health Safety and Environment team, as detailed in Section 2.0.

### 8.5 HSE Leader, Technical Competence

- Ensure first aid training for field-based employees is recorded and maintained in the Learning Management System for field based workers.

### 8.6 Fleet services team leader

- Ensure fleet vehicles are fitted with an appropriate first aid kit.
- Ensure fleet maintenance contracts include first aid kit replacement.

### 8.7 Nominated first aid officers

- Attain and maintain current accredited first aid training by submitting a training request or contacting the training centre.
- Provide the training team, via the training distribution email address, with records of current training accreditation where it has been obtained through means other than through TasNetworks.
- Display the First Aid sign at their designated work area.
- Provide first aid only in accordance with training. If uncertain of how to treat an injury or illness, refer the matter to a more senior first aid officer, to a medical practitioner or, in an emergency, to obtain and follow directions provided by emergency services. When in doubt, contact Ambulance Tasmania on 000.
- Ensure appropriate first aid kits are located and maintained at each worksite.
- Contact TasNetworks' First Aid Equipment supplier to have essential items replaced when they have administered them.
- Keep any information about a worker's medical conditions confidential where practical. Ask for the worker's consent before sharing information with other first aid

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officers and provide vital information to Ambulance Tasmania, where required. Treat the patient with respect and honour their requests.

- Record administered first aid in TasNetworks incident management system.
- Do not recommend or dispense any drugs or medication to a person seeking first aid except in the situation of treating asthma or anaphylaxis using their medication in an emergency.
- If blood or body substances have contaminated the environment, either arrange cleaning or clean using suitable agents.
- In consultation with the relevant Health and Safety Committee and the Chief Warden, assist with reviewing, and if necessary, revising site emergency procedures annually or when required.
- Notify Health Safety and Environment Leader if equipment is required.
- In an emergency, wear green cap or helmet, carry first aid kit and participate in emergency preparation and response as per the Site Emergency Planning Procedure.
- During an evacuation, including fire alarms, designated first aid officers need to take their issued first aid kit with them.
- Inform the Chief Warden and the Site Emergency Coordinator if first aid refresher training is required, and upon resignation so a replacement can be arranged.
- At depots and offices, monitor access to any first aid kit and contact TasNetworks' first aid equipment supplier to have used essential items replaced. Essential items include: CPR chart, gloves, dressings, scissors and resuscitation face mask.

## 8.8 Field based workers

- Must attain and maintain current accredited first aid training by submitting a training request or contacting the TasNetworks training centre. Ensure the records of training are recorded.
- Provide the training centre with records of current accredited first aid training where it has been obtained through means other than through TasNetworks.
- Provide first aid only in accordance with approved training and pass the treatment of injuries and illnesses to medical practitioners when required.
- Do not recommend or dispense any drugs or medication to a person seeking first aid.
- If blood or body substances have contaminated the environment, either arrange cleaning or clean using suitable agents.
- Record administered first aid in TasNetworks' incident management system.

## 8.9 First aid contract owner

- Maintain and ensure the effectiveness of a contract with a registered first aid provider for:
  - First aid training.
  - Providing up to date information about first aid practices and equipment.
  - Providing and servicing of first aid kits and supplies (including signage).
- Ensure the first aid provider has an effective system for servicing of first aid kits in vehicles with TasNetworks' vehicle maintenance contractor.

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## 8.10 TasNetworks' first aid equipment supplier

- Service first aid kits and defibrillators located in buildings every six months. Ensure that each kit contains a complete set of the required items, the items are in good working order, have not deteriorated and are within their expiry dates and that sterile products are sealed and have not been tampered with.
- In consultation with TasNetworks' first aid officers, ensure fixed first aid equipment and facilities are suitably signed in buildings, complying with *AS 1319:1994 – Safety Signs for the Occupational Environment*.
- Provide first aid equipment to TasNetworks' fleet service provider to stock vehicles.

## 8.11 TasNetworks' fleet service provider

- Replace vehicle first aid kits during vehicle servicing if the seal is broken.
- Affix signs to display the location of first aid equipment in vehicles, complying with *AS1319:1994 – Safety for the Occupational Environment*.

## 8.12 Leaders

- Consult workers who are injured or ill, but not seriously-and their first aid officer (if applicable) to determine and arrange transport and/or assistance to a medical service, home or first aid room.
- Support and coordinate assistance to workers who have sustained an injury or illness that requires first aid.
- Ensure they get home safely, or if medical assistance is required, escort them.

## 8.13 Workers

- Report injuries or illnesses to your leader and in accordance with the 'one hour' rule.
- Where assistance could be required at work, it is recommended you advise your first aid officer/s and team leader of any medical conditions that may require treatment as soon as possible (for example chronic asthma or anaphylaxis).
- Keep any required medication and medical alerts on you.
- TasNetworks workers are required to monitor access to any first aid kit provided in their vehicle and organise for essential items that have been used to be replaced by TasNetworks' first aid equipment supplier.

## 8.14 Contractors and subcontractors

- All contractors and subcontractors working on TasNetworks sites are responsible for the provision of their own first aid equipment, facilities and first aid officers. TasNetworks first aid officers, facilities and equipment may be used in an emergency situation.

## 9. Reference documents

The following documents were reviewed as part of developing this procedure:

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Legislation
<ul style="list-style-type: none"> <li>• <i>The Work Health and Safety Act 2012 (Tasmania)</i></li> <li>• <i>Safe Work Australia, Model Work Health and Safety Regulations, November 2016</i></li> </ul>
Codes of Practice, Industry Codes, etc.
<ul style="list-style-type: none"> <li>• <i>Code of Practice, First Aid in the Workplace</i></li> <li>• <i>AS 1319:1994 – Safety Signs for the Occupational Environment</i></li> </ul>
TasNetworks Documents
<ul style="list-style-type: none"> <li>• Aurora Energy, First Aid Procedure, Health Safety and the Environment, Issue date 03/03/2014</li> <li>• Transend, First Aid Standard, Issue 2.0, July 2011</li> </ul>
Forms
<ul style="list-style-type: none"> <li>•</li> </ul>
Other Documents/Resources
<ul style="list-style-type: none"> <li>• Department of Health and Human Services, Ambulance Tasmania, <a href="http://ambulance.tas.gov.au/community_information/eadp">http://ambulance.tas.gov.au/community_information/eadp</a></li> <li>• Safe Work Australia, First aiders, legislative fact Sheet</li> <li>• St John Ambulance, First Aid Training, <a href="http://stjohn.org.au/first-aid-training">http://stjohn.org.au/first-aid-training</a> 2017</li> <li>• Red Cross Australia, First Aid Training Course, <a href="http://www.redcross.org.au/first-aid-course.aspx">http://www.redcross.org.au/first-aid-course.aspx</a> 2017</li> </ul>

## 10. Records arising from this procedure

Record	Storage Location
Stored Documents and associated correspondence and approvals etc.	Record Point, Wasp, TVD, Promapp ZONE- Intranet site

## 11. Glossary and abbreviations

**EAP** – Employees Assistance Program

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## Appendix A – Contents of Standard First Aid Kits

### Workplace National Wall & Portable – 677501 & 677502

As at: March 2016



QTY	CODE	DESCRIPTION	USE
3	1010	Bandage Conforming 5cm	Secure dressing
3	1020	Bandage Conforming 7.5cm	Secure dressing
1	1064	Bandage Extra Heavy Crepe 10cm	Pressure application
1	1128	Tape Hypo-allergenic 2.5cm x 9m	Secure bandages/dressings
2	1181	Bandage Triangular 110 x 110cm	Slings, padding
1	1210	Instant Cold Pack	Sprains, cooling
5	2025	Gauze Swabs 7.5 x 7.5 (pkt 5)	Skin/ wound cleaning
1	2060	Combine Dressing 10 x 20 cm	Dressing pad
1	2090	Wound Dressing, Sterile - No 14	Dressing with bandage
1	2091	Wound Dressing, Sterile - No 15	Dressing with bandage
1	2130	Pad Non-adherent 10 x 10cm	Wound cover
3	2140	Pad Non-adherent 7.5 x 10cm	Wound cover
6	2152	Pad Non-adherent 5 x 5cm	Wound cover
4	2170	Eye Pad, Sterile, Large	Emergency eye cover
1	2230	Strips Adhesive, box x 50	Minor wound cover
1	3010	Scissors - 12.5cm SS Sharp/Blunt	Cut dressings/bandages
1	3070	Forceps - 12.5cm SS Sharp	Remove splinters
1	3080	Emergency Shock Blanket	Retain warmth
2	309105	Splinter Probe/Remover	Remove splinters
1	3130	Safety Pins - assorted 12 in bag	Secure dressings
1	3140	Notepad & Pencil in bag	Record information
1	3646	Pen Ballpoint Black Ink	Record information
1	4070	Bag Plastic 100 x 180mm	Severed parts/other uses
1	4080	Bag Plastic 180 x 230mm	Severed parts/other uses
1	4090	Bag Plastic 230 x 300mm	Severed parts/other uses
8	5111	Saline 15mL	Eye, wound irrigation
5	7007179	Burn aid Sachet 3.5g	Soothes minor burns
10	505302	Betadine Swabs	Antiseptic wound cleaner
1	AW8110	Antiseptic swabs 10pkt	Clean wounds
5	305402L	Gloves Nitrile x 2 in bag, Large	Hygiene
1	3225	Emergency First Aid Book	Easy read book
1	354809	Pocket Mask St John	To aid resuscitation
1	4009	Kidney dish	Hold dressings/instruments
1	3430	Sharps container	Needle & sharps disposal
1	4030	Gallipot	Hold dressings/instruments

A FIRST AID KIT IS NOT A SUBSTITUTE FOR A FIRST AID COURSE PLEASE CONTACT ST JOHN AMBULANCE FOR MORE INFORMATION 1300 785 646

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As at November 2016

QTY	CODE	DESCRIPTION	USE
2	1010	Bandage Conforming 5 cm	Secure dressing
1	1085	Bandage Crepe 10 cm	Secure dressing
1	1128	Tape Hypo-allergenic 2.5cm x 9m	Secure bandages/dressings
2	1181	Bandage Triangular 110 x 110cm	Slings, padding
1	2080	Wound Dressing, Sterile No 13	Dressing with bandage
1	2090	Wound Dressing, Sterile No 14	Dressing with bandage
1	2091	Wound Dressing, Sterile No 15	Dressing with bandage
2	2139	Pad Non-adherent 7.5 x 7.5cm	Wound cover
1	2170	Eye Pad, Sterile, Large	Emergency eye cover
1	2230	Strips Adhesive, box x 50	Minor wound cover
1	3010	Scissors - 12.5cm SS Sharp/Blunt	Cut dressings/bandages
1	3070	Forceps - 12.5cm SS Sharp	Remove splinters
1	3080	Emergency Shock Blanket	Retain warmth
1	3130	Safety Pins in bag x 12	Secure dressings
1	3140	Notepad & Pencil in bag	Record information
1	3538	Rescusomask Disposable	Hygiene
1	3550	Goggles - Disposable	Eye protection
1	4056	Bag Yellow Biohazard	Body parts/other uses
3	5120	Saline Steritube 30ml	Eye/wound cleaning
2	323200	Work Injury Report (Aug 2002)	Record injury / treatment
1	AW8110	Antiseptic Swabs Pk 10	Clean wound
1	305410M	Gloves, Nitrile x 10 in bag, Medium	Hygiene
1	3218	First Aid Quick Reference Guide	Easy read book

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# Workplace Motoring kit list - 677402

As at: August 2015



QTY	CODE	DESCRIPTION	USE
1	1010	Bandage Conforming 5cm	Secure dressing
2	1030	Bandage Conforming 10cm	Secure dressing
2	1040	Bandage Conforming 15cm	Secure dressing
1	1128	Tape Hypo-allergenic 2.5cm x 9.1m	Secure bandages/dressings
1	1181	Bandage Triangular 110 x 110cm	Slings, padding
1	2010	Dressing Universal 20 x 91cm large	Bleeding control
2	2050	Dressing Combine Pad 10 x 10cm	Bleeding control
1	2080	Wound Dressing, Sterile - No 13	Dressing with bandage
1	2091	Wound Dressing, Sterile - No 15	Dressing with bandage
1	2100	Dressing Burns Sheet 70 x 75cm small	Burns
1	2130	Pad Non-adherent 10 x 10cm	Wound cover
2	2140	Pad Non-adherent 7.5 x 10cm	Wound cover
2	2170	Eye Pad, Sterile, Large	Emergency eye cover
1	2230	Strips Adhesive, box x 50	Minor wound cover
1	3010	Scissors - 12.5cm SS Sharp/Blunt	Cut dressings/bandages
2	305402-M	Gloves Nitrile x 2 – Medium	Hygiene
1	3070	Forceps - 12.5cm SS Sharp	Remove splinters
1	3080	Emergency Shock Blanket	Retain warmth
1	3130	Safety Pins - assorted 12 in bag	Secure dressings
1	3140	Notepad & Pencil in bag	Record Information
1	3218	First Aid Quick Reference Guide	Easy read book
1	3538	Resuscitation Face Shield (disposable)	To aid resuscitation
1	4070	Resealable Plastic Bag 100x180mm	Multiple uses
1	4080	Resealable Plastic Bag 150x230mm	Multiple uses
1	4057	Bag Biohazard Specimen	Multiple uses
2	AW8110	Antiseptic swabs 10 pkt	Clean wounds
6	5111	Saline Steritube 15ml	Eye/wound cleaning

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# Small Emergency kit list – 619501



QTY	CODE	DESCRIPTION	USE
1	3218	First Aid Quick Reference Guide	Easy read book
1	2212	Strips Adhesive in bag x 10	Minor wound cover
1	1080	Bandage Crepe 7.5cm	Secure dressing
1	305402L	Gloves Nitrile x 2 in Bag Large	Hygiene
1	1181	Bandage Triangular 110 x 110cm	For slings, padding etc
1	2060	Pad Combine 10 x 20cm	Bleeding control
1	3080	Blanket Emergency Shock	Retain warmth
1	2170	Eye Pad, Sterile, Large	Emergency eye cover
1	2040	Swabs Gauze Sterile 10 x 10cm	Wound cleaning/dressing
2	5120	Saline Steritube 30mL	Eye/wound irrigation
1	1128	Tape Hypo-Allergenic 2.5cm x 9m	Secure dressings
1	3538	St John Rescusomask Disposable	Aid in performing E.A.R.
1	3010	Scissors S/S Sharp/Blunt 12.5cm,	Cut dressings/bandages
1	4080	Bag Plastic 150 x 230mm	Multiple uses

# Snake Bite kit list



QTY	CODE	DESCRIPTION	USE
1		High Compress Setopress bandage	
1		Small instant ice pack	
1		25ml Stingoes spray	
20		Fabric bandaids	

## Appendix B – First Aid Sign

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