

HEALTH SERVICES POLICY & PROCEDURE MANUAL

North Carolina Department Of Correction
Division Of Prisons

SECTION: Administrative – Facilities

POLICY # AD VII-2

PAGE 1 of 1

SUBJECT: First Aid Kits

EFFECTIVE DATE: September 2005

SUPERCEDES DATE: May 2002

PURPOSE

To provide guidelines on location, content, and maintenance of first aid kits.

POLICY

First aid kits will be available in designated locations in each facility. The custody staff are responsible for the maintenance of these kits. First aid kits for staff are not supplied by medical services. Only kits used for inmates are supplied by medical services.

PROCEDURE

1. First aid kits will be carried on each prison bus transporting inmates between facilities, or to and from work assignments.
2. First aid kits will be located in Prison Enterprise Facilities as determined by the Director of Prison Enterprises.
3. All kits, whether purchased or assembled, shall comply with the following guidelines:
 - A. The first aid kits should include items such as gauze, bandages, CPR shield, gloves, emergency blanket, ice pack, and band-aids, but not emergency drugs. It may include antibiotic first aid cream, burn spray, and insect sting swabs.
 - B. The kits have the proper quantity and type of supplies for the place where they are to be used, and are easily identifiable as first aid kits.
 - C. The contents are arranged so that the needed contents can be found quickly without unpacking the entire contents of the box.
 - D. Items in the kit are wrapped so that unused portions do not become dirty through handling.
4. Each facility will have a procedure for monthly inspection and replenishment of the kits conducted by custody staff. The monthly inspections shall be documented.



9/30/05

Paula Y. Smith, MD, Director of Health Services

Date

SOR: Director of Health Services