

***Palm Beach State College***  
*Florida's First Public Community College*



## **FIRST AID KIT PROGRAM**

*Revised: November, 2016*

# **PALM BEACH STATE COLLEGE FIRST AID KIT POLICY**

## **1. PURPOSE**

This document sets forth the requirements for first aid kits at Palm Beach State College.

## **2. REGULATORY OVERVIEW**

OSHA regulations at Title 19 of the Code of Federal Regulations, Section 1910.151 state, “In the absence of an infirmary, clinic or hospital in near proximity to the workplace, which is used for the treatment of all injured employees, a person or persons shall be adequately trained to render first aid. Adequate first aid supplies shall be readily available.”

With the exception of the Logging Operations standard, **OSHA standards do not require specific first-aid-kit contents**. In non-mandatory Appendix A to § 1910.151, OSHA states that the contents of the kit listed in the American National Standard (ANSI) Z308.1-1998 "Minimum Requirements for Workplace First-aid Kits" should be adequate for small worksites. Appendix A further states, “By assessing the specific needs of their workplace, employers can ensure that reasonably anticipated supplies are available. Employers should assess the specific needs of their worksite periodically and augment the first aid kit appropriately.”

ANSI Standard Z308.1 has been updated numerous times since 1998, most recently in 2015. The International Safety Equipment Association (ISEA) is the organization responsible for updating ANSI Z308.1. According to ISEA’s website, “For more than 75 years, ISEA has set the standard for personal safety equipment manufacturers, supporting and promoting the business interests of its member companies, united in the goal of protecting the health and safety of people worldwide.”

From 1998 through 2009, the ANSI Z308.1 minimum requirements for a “basic” first aid kit grew from 8 specified items to 10 specified items. In 2015, the number of specified items grew to 18. Given the hazards faced in common small workplaces, treatable with a basic first aid kit, have not significantly changed since 2009, Palm Beach State College will continue to use the recommended minimum contents for first aid kits listed in ANSI Standard Z308.1-2009. See **Table 1** below.

## **3. POLICY REQUIREMENTS**

- Palm Beach State College departments are responsible for providing and maintaining first aid kits for their employees in sufficient quantities and at locations that make them readily available.
- The contents of each first aid kit should follow the recommendations contained in ANSI Z308.1-2009, “Minimum Requirements for Workplace First Aid Kits and Supplies”, as shown in **Table 1** below.

<b>Table 1. Recommended Minimum Contents for First Aid Kits</b>	
<b>Item and Minimum Size or Volume</b>	<b>Minimum Quantity</b>
Absorbent Compress, 32 sq. in. (No side smaller than 4")	1
Adhesive Bandages, 1" x 3"	16
Adhesive Tape, 3/8" x 2.5 yd. Total	1
Antibiotic Treatment, 0.14 oz. (0.5 g)	6
Antiseptic, 0.14 oz. (0.5 g) Application	10
Burn Treatment, 1/32 oz. (0.9 g) Application	6
First Aid Guide	1
Medical Exam Gloves	2 pair
Sterile Pads, 3" x 3"	4
Triangular Bandage, 40" x 40" x 56"	1

- Departments may elect to include additional items or quantities in first aid kits based on the size of the workplace and/or the hazards normally encountered in the workplace. A sampling of additional items includes, but is not limited to, the items listed in **Table 2** below.

<b>Table 2. Additional Items for First Aid Kits</b>
Bandage Compress 2" x 36" min.
Breathing Barrier, single use
Burn Dressing, 12 sq. inch min.
Cold Pack 4" x 5" min.
Eye Covering, 1/4" thick min.
Eye Wash, sterile 4 fl. oz. min.
Roller Bandage 2" x 4 yd. min.
Hand Sanitizer
Scissors
Splint - min 4" x 24"

- **First aid kits should not include oral medications such as aspirin or ibuprofen.**
- Departments should maintain a list of first aid kit contents, which should be periodically reviewed to ensure that it meets the needs of the workplace. If needed, contact Safety & Risk Management for assistance in determining appropriate first aid kits and contents.
- First aid kits should be regularly inspected to ensure that they are complete (according to current content list), in good condition, and items have not expired. Departments should take whatever steps they deem necessary to prevent pilferage of first aid kit contents, without reducing the ready availability of first aid kits.
- Departments may purchase first aid kits and supplies from any reputable vendor, subject to applicable PBSC procurement policies, by the most cost effective and/or efficient means (i.e. PCard, Blanket Purchase Order, etc.).