

# **FIRST AID**

## Trauma Kits - AEDs & Go Bags





# FIRST AID

## Trauma Kits, AEDs & Go Bags

The San Mateo County Community College District (SMCCCD) First-Aid SOP utilizes state and local regulations, industry training requirements/standards, and expert medical direction required to establish the program standard. Additionally, SMCCCD First-Aid Kits are compliant to OSHA and ANSI standards.

First aid supplies are required to be readily available under paragraph § 1910.151(b). An example of the minimal contents of a generic first aid kit is described in American National Standard (ANSI) Z308.1-1998 "Minimum Requirements for Workplace First-aid Kits." The contents of the kit listed in the ANSI standard should be adequate for small worksites. When larger operations or multiple operations are being conducted at the same location, SMCCCD should determine the need for additional first aid kits at the worksite, additional types of first aid equipment and supplies, additional quantities and types of supplies, and equipment in the first aid kits.



# **SMCCCD First-Aid program is compliant with OSHA 1910.151:**

- 1.151(a) The employer shall ensure the ready availability of medical personnel for advice and consultation on matters of plant health
- 2.151(b) 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.
- 3.151(c) Where the eyes or body of any person may be exposed to injurious corrosive materials, suitable facilities for quick drenching or flushing of the eyes and body shall be provided within the work area for immediate emergency use.

The Mine Safety and Health Administration's (MSHA's) first aid regulation, 30 CFR 56.15001 & 57.15001 state, "Adequate first-aid materials, including stretchers and blankets, shall be provided at places convenient to all working areas. Water or neutralizing agents shall be available where corrosive chemicals or other harmful substances are stored, handled or used." The American National Standards Institute (ANSI) and International Safety Equipment Association (ISEA) – Minimum Requirements for Workplace First Aid Kits and Supplies (ANSI/ISEA Z3-8.1-2015) establishes minimum performance requirements for first aid kits and their supplies. First aid kits are classified based on the assortment and quantity of first aid supplies intended to deal with most types of injuries and sudden illnesses that may be encountered in the workplace. These may include major and minor wounds; minor burns; sprains and strains; and eye injuries. As each work environment is unique, it is expected that the contents of each kit will be supplemented as needed based upon the recommendations of a person competent in first aid.

SMCCCD  
EMS EQUIPMENT



## First Aid

North American Rescue  
Trauma and First Aid Kit-  
Class B.



## Aed

Physio-Control LIFEPAK CR2  
AED

# Building Captain

The SMCCCD Building Captain Emergency Go Bag is an emergency kit designed to coordinate emergency, safety, and shelter-in-place activities in the event of an emergency or disaster.







# SMCCCD Approved First-Aid Kit

## North American Rescue Trauma & First Aid Kit - Class B

The San Mateo County Community College District shall carry the North American Rescue Trauma and First Aid Kit-Class B. The Kit is designed as a portable First Aid Kit for the workplace that exceeds ANSI/ISEA Z308.1-2021 Standard for Class B kits. These kits exceed the ANSI and OSHA standards by adding additional bleeding control elements. Packaged in a convenient zippered nylon bag that is easily transported to the patient's side,



this kit offers the ability to treat the most common workplace injuries with the added benefit of being able to control major bleeding with the C-A-T Tourniquet, the safest and most effective prehospital tourniquet on the market today.



## ***Classification of First Aid Kits***

The newest ANSI/ISEA standard introduces two classes of first aid kits: Class A and Class B. Class A kits are designed to deal with the most common types of workplace injuries. Class B kits are designed with a broader range and quantity of supplies to deal with injuries in more complex or high-risk environments. The attached table is a listing of the minimum required components for both Class A and Class B kits. The assortment and quantity of supplies included in the kits were chosen based upon reviews of workplace incidents requiring first aid treatment, similar international standards and current injury treatment practices. The quantity and size specifications are the minimum necessary to comply with the 2015 standard.

# **Background**

Previous responsibilities and ownership of First-Aid Kit procurement and maintenance have historically been left to individual departments and multiple funding sources. The lack of an established line of authority has created gaps in maintenance records, restocking expired/obsolete items, non-standardized kits, training gaps, and Kit coverage.

The Office of Emergency Management (OEM) has identified these shortcomings and has initiated the SMCCCD First-Aid Kit Standardization Objective. This objective has established one (1) approved First Aid Kit model that shall be acquired to replace all current models in service on District grounds.



















## **First-Aid Kit Standardization Objective**

The OEM has been tasked with the responsibility to oversee the procurement and replacement of all First-Aid Kits on District Grounds. In order to achieve this task, the OEM has determined that SMCCCD will be utilizing the ANSI Class B Kit, which is designed with a broader range and quantity of supplies to deal with injuries in more complex or high-risk environments.



# NORTH AMERICAN RESCUE TRAUMA & FIRST AID KIT

# KIT INVENTORY

 <b>QTY 1</b> C-A-T® Tourniquet	 <b>QTY 1</b> HyFin® Vent Compact, Twin	 <b>QTY 2</b> Responder Compressed Gauze	 <b>QTY 1</b> ETD® 4 in. Responder, Flat	 <b>QTY 1</b> 4" Elastic Bandage	 <b>QTY 2</b> 2" Elastic Bandage
 <b>QTY 2</b> Triangular Bandage	 <b>QTY 1</b> SAM® Splint II	 <b>QTY 4</b> 4" x 4" Gauze Pad (2pk)	 <b>QTY 4</b> Gauze Pad, 5" x 9"	 <b>QTY 50</b> 1" x 3" Bandage	 <b>QTY 2</b> BurnTec 4"x4" Dressing
 <b>QTY 1</b> CPR Microshield Mask	 <b>QTY 50</b> Antiseptic Towlette	 <b>QTY 25</b> Antibiotic Ointment	 <b>QTY 2</b> Surgical Tape, 1 in.	 <b>QTY 2</b> 6"x9" Instant Cold Pack	 <b>QTY 1</b> Eye Wash Solution - 1 oz
 <b>QTY 2</b> Sterile Oval Eye Pad	 <b>PAIR 4</b> Responder Nitrile Gloves, Lg	 <b>QTY 1</b> Responder Shears, Lg	 <b>QTY 20</b> Hand Sanitizer	 <b>QTY 25</b> Safetec Burn Gel	 <b>QTY 1</b> NAR® Survival Blanket
 <b>QTY 1</b> Permanent Marker, Large	 <b>QTY 1</b> First Aid Pocket Guide	 <b>QTY 1</b> Instructions Bleeding Control	 <b>QTY 1</b> Kit Contents Inventory Card	 <b>QTY 1</b> Kit Contents Inventory Card	



# SMCCCD Approved AED Model

## PHYSIO CONTROL LIFEPAK CR2

The Physio-Control LIFEPAK CR2 AED has been selected as the standardized model, which will be implemented at Cañada College, the College of San Mateo, Skyline College, and the District Office. The CR2 offers industry-leading technology that allows continual chest compressions during electrocardiogram (EKG) rhythm analysis, thereby reducing pauses between CPR and defibrillation.



In an AED comparison study, the CR2 helped lay responders, deliver the highest overall CPR quality.





# AED USE

# PROCEDURES

The following section outlines the San Mateo County Community College District (SMCCCD) Automated External Defibrillator (AED) procedures. These procedures are designed to ensure the safe, effective, and timely use of AEDs during cardiac emergencies across all district facilities.



## > ASSESS THE SCENE

Assess the scene for safety before approaching the patient:

- Follow universal precautions
- Assess airway, breathing, and circulation. If there is no sign of circulation (normal breathing, coughing, or movement), call 911 and obtain the AED
- Perform CPR until the defibrillator is applied
- Turn on the AED – follow voice prompts



## > SINGLE RESCUER

- Call 9-1-1
- Begin CPR & relay information to dispatch
- Stop CPR
- Apply AED Pads to patient's bare chest (it may be necessary to shave chest hair)
- Immediately resume CPR while the machine analyzes heart rhythm
- Follow AED prompts until EMS arrives



## > MULTIPLE RESCUERS

- Identify someone to call 9-1-1
- Identify someone to locate an AED
- Continue CPR while the Second Rescuer applies AED Pads to victim.
- Apply pads to the patient's bare chest (it may be necessary to shave chest hair)
- Continue CPR while the machine analyzes the heart rhythm
- Follow AED prompts until EMS arrives



## AED USE

# PROCEDURES

### SHOCK ADVISED

#### Semi-Automatic Configuration:

Requires manual press of the “shock” button to deliver the defibrillation. Ensure no one is in contact with the patient prior to delivering the shock. Use, “I’m clear, you’re clear, we’re all clear”, prior to delivering the shock to the patient.

#### Fully Automatic Configuration:

Does NOT require a manual press of the “shock” button to deliver the defibrillation. The AED will alert the rescuer that the AED will deliver a shock. It is the rescuer’s responsibility to ensure no one is touching the victim prior or during the delivery of the shock. Use, “I’m clear, you’re clear, we’re all clear”, prior to the AED delivering the shock to the patient.

- Clear area, making sure no one is touching the victim
- Push the shock button when instructed by the Semi-Automatic Configuration, or ensure no one is touching the patient during the Fully-Automatic Shock delivery. The device will analyze and shock up to three times
- After three shocks, device will prompt to check pulse (or for breathing and movement) and if absent, start CPR.
- If pulse and/or signs of circulation such as normal breathing and movement are absent, perform CPR for one minute.
- Device will countdown one minute of CPR and will analyze when CPR is over
- Continue to follow voice prompts until EMS arrives







## AED USE

# PROCEDURES

### WHEN EMS ARRIVES

- AED Responder working on the patient should document and communicate the following information to the EMS provider:
- Patient's name
- Time patient was found
- Initial and current condition of the patient
- Past Medical History
- Assist as requested by EMS personnel



### POST-USE PROCEDURES

- Complete documentation of the sudden cardiac arrest event no more than 24 hours following the event
- Give all documentation to the Office of Emergency Management and the Director of Public Safety
- OEM will contact the AED vendor to download event data from AED. Do not remove the battery
- OEM, Director of Public Safety, or designee shall conduct emergency incident debriefing as needed.



# Building Captain Go Bags

The SMCCCD Building Captain Emergency Go Bag is an emergency kit designed to coordinate emergency, safety, and shelter-in-place activities in the event of an emergency or disaster.



## BUILDING CAPTAIN GO BAGS

# KIT INVENTORY

- DELUXE EMERGENCY BACKPACK - EP-FLEX4Z
- SOS EMERGENCY FOOD RATION - 2400 CALORIE
- PURAVAI EMERGENCY DRINKING WATER - 20 YEAR SHELF LIFE, 1 LITER BOTTLE
- YELLOW LIGHTSTICK - 12 HOUR
- EMERGENCY ATTENDANCE FORM
- EMR2000 MULTI-FUNCTION EMERGENCY NOAA RADIO
- EMERGENCY WHISTLE WITH CARABINER - 125DB
- FACE MASK - FLAT - 3-PLY WITH EAR LOOP
- PREMIUM SAFETY VEST - 5 POINT BREAK AWAY, ANSI CLASS 2 - ORANGE
- STANDARD HARD HAT WITH SNAP SUSPENSION - WHITE
- HEAVY-DUTY WORK GLOVES - PAIR
- SAFETY GOGGLES - VENTED
- BARRICADE TAPE - CAUTION - 300' ROLL
- EMERGENCY SURVIVAL BLANKET
- WATERPROOF PONCHO - ADULT
- PLASTIC SHEETING - 9' X 9'
- NITRILE GLOVES - PAIR
- FIRST AID KIT - 100 PIECE
- PRY BAR - 15"
- DUCT TAPE - 10 YARDS
- CLIPBOARD
- PENCIL - 4"



**SMCCCD  
GO BAGS**

The SMCCCD Go Bag is designed from the ground up to support emergency preparedness situations. It is made of durable 600D PVC Polyester which is stronger and more water resistant than Nylon. The bottom is rubberized to prevent groundwater and other fluids from being absorbed into the backpack. It has reflective stripes on three sides to improve nighttime visibility. This flexible backpack has adjustable shoulder straps with attachment points and a carrying handle. The backpack features eight rugged zippered compartments and a main compartment that fully opens for quick and easy access to supplies. It has many elastic loops for securing items, a built-in key ring with carabiner, a business card-sized clear insert on the top of the backpack, and a large clear insert on the front of the backpack that works with pre-printed card labels, or a custom card with your logo and/or wording (min quantity required). This emergency backpack also features a dedicated compartment for storing documents.



## Emergency Food Rations

This Emergency Food Ration from SOS Food Labs is ready to eat with no preparation required. It contains a total of 2400 calories and is divided into 6 pre-measured 400 calorie segments. This non-thirst provoking food ration has a pleasant lemon flavor, is safe for those allergic to nuts, contains no meat products, and has a 5 year shelf life. They are designed to hold up in extreme temperatures of between -40° F and 300°F (-40°C to 149°C). They contain no cholesterol or tropical oils and are enriched with vitamins and minerals that exceed the RDA requirements. Made in the USA.



# Multi-Function Emergency Radio

The EP-EMR2000 Multi-Function Emergency Radio receives AM, FM, and the NOAA emergency band (NOAA is recommended by FEMA). It also features a LED flashlight and mobile phone charger. This versatile device has an internal 2000 mAh Lithium battery that will last for hours and is charged using the built-in hand crank, solar panel, or USB port.



## First Aid Kit

- CPR Instruction Card
- Triple Antibiotic First Aid Ointment - .5oz Tube (x2)
- Antiseptic Cleansing Wipe (x3)
- First Aid Burn Cream - 0.9g (x2)
- Hand Sanitizer Packet - .9g (x2)
- Combine Pad - Sterile, 5" x 9"
- Gauze Pad - 4" x 4" (x2)
- Gauze Pad - 3" x 3" (x2)
- Conforming Stretch Gauze Bandage Roll - 3"
- Conforming Stretch Gauze Bandage Roll - 2"
- First Aid Tape Roll - 1/2" x 10 Yard
- Triangular Bandage - 40" x 40" x 56"
- Sheer Plastic Adhesive Bandages - Sterile, 3/4" x 3" (x20)
- Sheer Plastic Adhesive Bandages - Sterile, 1" x 3" (x15)
- Junior Adhesive Plastic Bandage - 3/8" x 1 1/2" (x15)
- Patch Plastic Bandage - 1-1/2" x 1-1/2" (x5)
- Knuckle Fabric Bandage (x5)
- Fingertip Fabric Bandage (x5)
- Thermometer - Single Use
- Tweezers
- Nitrile Gloves (Pair)
- Cotton Swab (x10)
- Tongue Depressor (x2).