

Procedure No. 2-2-17

Issued: 08-05-21

Revised: 10-01-18

Subject: First Aid

Purpose: To provide prompt first aid attention for minor injuries and carry out the mandate of Safety and Health Policy No. 5.

All Direct Support Professionals, Home Coordinators and Program Managers will receive first aid instruction from an American Heart Association certified First Aid instructor during orientation. This course is required every two years.

First Aid kits will be kept in all homes and vehicles including personal vehicles that are used to transport consumers.

Home kits should contain at least:

- Band-Aids
- Over the counter antibiotic cream
- 4 x 4 Gauze
- CPR Face Shield
- Tape
- 2 Pairs of gloves
- Small pair of scissors

Vehicle First Aid Kits should contain:

- CPR Face Shield –must be in front of vehicle not in trunk- location will be identified in vehicle index
- Band-Aids
- 2 Pairs of Gloves
- 4 x 4 Gauze
- Tape

Staff can give First Aid using these supplies after receiving certification in First Aid taught by a certified trainer.

First Aid supply expiration dates should be checked regularly and replaced immediately if they are expired.

Approved by: _____
Director of Residential and Community Services

Date: _____