

KERN COUNTY SHERIFF'S OFFICE

Detentions Bureau Policies and Procedures

TITLE: FIRST AID KITS

H-1300

EFFECTIVE:	REVIEWED:	REVISED:	UPDATED:
September 18, 2003	07-11-24		07-11-24

APPROVED BY: Detentions Bureau Chief Deputy Cindy Cisneros

REFERENCE: Title 15, Section 1220

POLICY

The Detention Bureau facilities are provided with first aid kits for staff to use in rendering first aid. The responsible physician for the detentions facilities will approve the contents, number, location, and procedures for the inspection of first aid kits. The responsible physician will also approve any changes regarding first aid kits.

Each facility will maintain first aid kits as approved by the responsible physician and will maintain a list designating the locations of all first aid kits maintained in that facility.

DIRECTIVE #1

When it is safe and appropriate to do so, staff will use the provided first aid kits to perform first aid on any injured person in a manner consistent with their training.

Procedure A. Inspection and Restocking

- Each division manager or designee will ensure that the first aid kits provided to the division are inspected at least once per month and that such inspections are documented. The staff member designated to inspect the first aid kits will:
- Use the facility's list of first aid kit locations to ensure that each kit is inspected.
- Use the checklist included in each kit to inventory the contents and determine if any items need to be replaced. Items that are missing, opened, outdated, or soiled must be replaced.
- Obtain replacements from the medical staff.
- Upon completion of the last inspection of the year, forward the completed checklist to the medical staff and place a blank checklist in each first aid kit.