

**KERN COUNTY SHERIFF'S OFFICE**  
**SUBSTATION HOLDING FACILITY**  
**POLICIES AND PROCEDURES**

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**TITLE: FIRST AID KITS**

**NO: C-103**

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EFFECTIVE DATE: 03/22/2004

REVISED: 08/06/2020

APPROVED BY: Commander Timothy Posey

REVIEWED: 01/15/2021

REFERENCE: Title 15, Section 1220, Penal Code, Section 6030(e)(1)

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**POLICY:**

The Kern County Sheriff's Office Court Holding Facility will maintain a first aid kit containing minor first aid equipment in the Facility, which is easily accessible to all employees. The Substation Sergeant or his designee will check the first aid kit monthly.

**PROCEDURE A**

- The first aid kit is to be:
  - Identified as first aid equipment.
  - Large enough to hold all needed supplies.
  - Arranged so that supplies are readily available when the kit is opened.
  - Checked to ensure that supplies are stocked adequately and are not expired.
- Contents
  - Ace wrap (1)
  - Alcohol wipes (10)
  - Ammonia ampoules (5)

- Band Aids (20)
- Eye irrigation (2)
- Gauze pads 4x4's (10) \*2 pads per pack
- Gloves, paired (4)
- Kerlix roll (1)
- Peroxide (1)
- Surgical mask (5)
- Tape, 1 inch (1)

It is the responsibility of staff using the kit to advise the Substation Sergeant, or his designee by memorandum, to replace any and all supplies used.

The Substation Sergeant will maintain forms for inspection and reorder of First Aid Kit supplies.

\* The contents and location of the first aid kit had been reviewed and approved by the Health Department Representative.