	DEPARTMENT OF CORRECTIONS AND REHABILITATION CORRECTIONS ADMINISTRATION POLICY AND PROCEDURES	EFFECTIVE DATE: January 01, 2024	POLICY NO.: COR.10.D.10
		SUPERSEDES (Policy No. & Date): COR.10C.01 of September 10, 2009	
	SUBJECT: FIRST AID / KITS		Page 1 of 4

1.0 PURPOSE

To ensure the availability of adequate first aid supplies to allow for treatment until necessary definitive medical treatment can be obtained.

2.0 SCOPE

This policy and procedure shall apply to all correctional facilities and their assigned personnel within the Department of Corrections and Rehabilitation (DCR).

3.0 REFERENCES, DEFINITIONS & FORMS

.1 References

- a. Hawaii Revised Statutes, Section 26-14.6, Department of Public Safety; Section 353-A, Director of Corrections and Rehabilitation, Powers and Duties; and Section 334-59, Emergency examination and hospitalization.
- b. Standards for Health Services in Prisons. National Commission on Correctional Health Care, (2018).
- c. Standards for Health Services in Jails. National Commission on Correctional Health Care, (2018).
- d. Standards for Mental Health Services in Correctional Facilities. National Commission on Correctional Health Care, (2015).
- e. State of Hawaii, Department of Labor and Industrial Relations, Title 12, Subtitle 8, Division of Occupational Safety and Health, Part 2, General Industry Standards, Chapter 62.1, Medical And First Aid.

.2 Definitions

- a. First Aid: a catch all phrase that can encompasses both emergency first aid directed toward saving life or limb and requiring more advanced medical support afterward and non-emergent first aid treatment that can be self initiated for minor medical needs such as the cleaning and bandaging of a minor cut. Non-emergent first aid may or may not require seeking more advanced medical care after the initial response.

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4.0 POLICY

- .1 All Adult Corrections Officers shall be trained in the provision of CPR, AED, and first-aid.
- .2 First aid kit contents shall meet the minimum contents as described in the American National Standard (ANSI) Z308.1-1998.

5.0 PROCEDURES


- .1 First Aid kits shall be available at locations designated by the facility health authority and warden.
- .2 Facility staff shall receive training on the locations of first aid kits at the facility.
- .3 First Aid Kits shall receive a documented monthly inventory inspection. The inventory inspection and replenishment shall be the responsibility of the facility safety officer or other warden designee.
- .4 All facility adult corrections officers shall receive CPR, AED, and first-aid training per policy COR.10.1C.04 Health Training for Correctional Officers.
- .5 Replacement supplies shall be requisitioned from the facility's Health Care Section.
- .6 The content of the first aid kits is listed on Attachment A.
- .7 Additional emergency supplies such, as oxygen, IV equipment, AED, and medication are available in the health care section for use during the health care sections hours of operation.
- .8 AED stored in health care sections operating less than 24/7 shall be moved upon daily clinic closure to an agreed location of safe keeping and easy retrieval by security staff for off hour emergency access.
- .9 Emergency first aid measures shall be initiated immediately by facility staff identifying an emergency situation. Health care shall be called when on duty to provide more advanced emergency support. When health care is not on duty 911 shall be contacted and emergency measures continued until outside assistance is available.

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- .10 Non-emergent first aid measures can be initiated by facility staff. Incarcerated individuals receiving non-emergent first aid from staff shall be referred to the health care section for follow-up exam within 24 hours of the incident.
- .11 When supplies are removed from the first aid kit a requisition for replacement is submitted to the Health Care's Section.

APPROVAL RECOMMENDED:


 _____ JAN 0 1 2024
 Deputy Director for Corrections Date

APPROVED:


 _____ JAN 0 1 2024
 DIRECTOR Date

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FIRST AID KIT CONTENTS

QUANTITY	SUPPLY
10 pairs	Disposable latex free gloves
1 ea.	Laerdal Pocket one-way valve CPR mask
3 ea.	Eye shields with ear loop masks
4 pairs	Shoe protectors
2 ea.	Ammonia inhalant
2 ea.	Disposable gowns
2 ea.	4" x 5" Instant cold packs
10 ea.	Antiseptic cleansing wipes (non-stinging)
2 packs	Providone Iodine swabs
5 ea.	Sting relief pads (single use)
6 ea.	Burn relief packs (single use)
1 ea.	Water jel
8 ea.	Antibiotic ointment (single use)
1 ea.	Eye wash – single use (dispose of after one use)
1 roll	Hypoallergenic adhesive tape
1 box	Band-Aids
8 ea.	Finger tip bandages
8 ea.	Knuckle bandages
2 rolls	Stretch gauze bandage
1 ea.	Triangle bandage
2 ea.	2" x 2" compress
2 ea.	4" x 4" compress
2 ea.	ABD pads
4 ea.	3" x 3" sterile gauze dressing pads
1 roll	Sterile stretch gauze bandage
2 ea.	Sterile oval eye pads

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