



**CORRECTIONS MEDICINE**

**First Aid Kits**

**ACA Standard: 4 ALDF – 4D – 09**

Effective: January 1994

Revised: January 2008, June 2015, July 2019

Reviewed: August 2001, May 2013, April 2019

Policy Number:  
CM – 17

- I. **PURPOSE:** To provide procedures and access to medical supplies which are located at designated sites within the Buzz Westfall Justice Center.
  
- II. **POLICY:** First aid kits shall be available in accessible locations near each separated housing unit. Maintenance and supply of the first aid kits are inspected by Saint Louis County Department of Public Health Corrections Medicine personnel.
  
- III. **RESPONSIBILITY:** All Corrections Medicine staff are responsible for the content of this policy and procedure as well as adherence to the policy.
  
- IV. **PROCEDURE:**
  - 1. First aid kits are located in the following areas:
    - a. Kitchen Office Control
    - b. Transportation
    - c. Dispatch
    - d. Master Control
    - e. Staff Dining
    - f. Property Room
    - g. Laundry Office
    - h. Bonding Window
    - i. Administration
    - j. Warehouse Office
    - k. Information/Visiting Desk
    - l. Watch Commander
  
  - 2. First aid kits shall be secured with a break-away lock. If a first aid kit is opened and lock broken Department of Justice Services staff should notify Corrections Medicine staff to inspect and replace any missing items.
  
  - 3. All fist aid kits shall be checked each month by Corrections Medicine staff for missing or expired. Any expired items will be replaced.
  
  - 4. First aid kits are stamped with an expiration date and will be completely replaced on the expiration date.
  
- V. **REEFERENCE:**  
American Correctional Association; Performance-Based Standards of Adult Local Detention Facilities, fourth edition; 2004; Standard 4-ALDF-4D-09