

SMARTPLAY FIRST AID KIT LIST & MODIFIABLE CHECKLIST



The following is a basic list of equipment and supplies for a first aid kit at your club.

The checklist can be downloaded and modified as contents of the kit will vary depending on things such as;

- Budget
- Number of members
- Type of event

It is important that there is an accredited first aider or sports trainer at your club able to use the equipment in the kit.

On a regular basis your club's first aid kit should be audited, using the checklist, to make sure that all materials are contained and that they are in date. If a material is out of date it should be disposed of and replaced. A tip to make sure this audit occurs is to place several checklists in the front of the first aid kit so that when someone goes to complete the audit, the checklist is right there.

It can be expensive to keep a first aid kit stocked, try building a relationship with your local pharmacy for discount or sponsored materials. Once you have been auditing the kit for a while you will get a feel for what needs to be replaced more often.

The first aid kit should be visible, easy to access (e.g. not locked away in the office) and near the medical emergency plan of the club.

All medications, including panadol or aspirin, ventolin or other asthma medications, anti-inflammatory tablets, antifungal creams and powders, antibiotic creams and ointments should be provided by the individual. You can ask players to bring their own sunscreen, however at peak times we would recommend that it is provided.

A list of medical conditions and allergies of members should be recorded and stored according to privacy legislation to allow for appropriate care in the event of an emergency. The first aiders or sports trainers should know where these details are and how to access them. A sample athlete medical form can be downloaded from the Smartplay website.

It is important to keep an injury register for your club so that the incidence of injury can be monitored. The information will assist you to recognise the types of injuries occurring and put in place strategies to reduce the risk of them occurring again. An injury incident form can be downloaded from the Smartplay website.

The list below has been divided into three sections

- Required basics for a club first aid kit.
- Optional extras for your club depending on your membership and training of your first aiders or sports trainers. If you have a doctor at your club they may require additional items.
- Additional items for setting up a first aid room.

Even if you are unable to dedicate a single space as a first aid room, it is important that wherever someone is treated for an injury that they are protected from harm, for example play is stopped until they can be safely removed from the court, sunshade is provided if outdoors.

For more information please visit the Smartplay website www.smartplay.com.au

The information contained in this fact sheet is general in nature and does not constitute medical advice from your doctor or health professional. While all reasonable attempts have been made to ensure the accuracy of the information contained in this fact sheet, Smartplay and associated parties, cannot accept responsibility for loss, injury, claim or damage resulting from the use or application of information within this fact sheet.

Required basics for a club first aid kit in a Smartplay Club

| Item | Use | Quantity | Checked |
|--|--|--------------------------------|---------|
| Blanket accident/ thermal | For hypothermia or shock | 1 | |
| Coins for a pay phone | In case mobile or landline not available | | |
| Cotton balls sterile 5's | Bathing wounds | 2 packs | |
| Disposable latex gloves large and medium | Protection against transmission of blood borne disease | 1 box | |
| Drink bottle or hard plastic cups | Not to be shared, for fluid replacement | 1 pack | |
| Crepe bandage fabric strips (box 20) | Cover small wounds | 1 | |
| Eye pad sterile | For protecting the eye after trauma or foreign body | 2 | |
| Freezer bags (pack) | For ice and disposal of rubbish | 1 | |
| Instant cold pack | When ice is unavailable. Recommend crushed ice in eskys or prepared ice bags in the freezer if possible | 1 | |
| Jelly beans | Diabetics | 1 pack | |
| List of medical conditions/allergies/etc | To ensure appropriate care of medical conditions including allergies or asthma, collected pre season | For each member | |
| Medical emergency plan | An emergency plan may include script of details for an emergency (Triple 0) call (such as nearest roads, melways reference, quickest access to place where medical emergency is etc), chain of command, local medical numbers/addresses (local out of hours clinic, dentist etc), who is responsible for medical/first aid supplies etc. | Laminated and in known place/s | |
| Non adhesive dressings 50mmx50mm & 77x75mm | Wound dressings | 2 | |
| Resuscitation mask -packet or pocket mask | Used for CPR | 1 | |
| Safety pins assorted | To secure slings or bandages | 1 | |
| Sod Chloride 10ml | Saline for washing wounds or eyes after trauma or foreign body | 5 | |
| Sports Injury Register, pen, paper, clip board | Record injuries, treatments and actions | Multiple copies | |
| Tape scissors 14cm | Cut tape and bandages | 1 | |
| Telephone or access to one | For emergency calls | In known place/s | |
| Triangular bandage | For arm slings and compression | 2 | |
| Wound closure strips | Close, bring wound edges together | 1 pack | |
| Lockable cabinet | For storage of records | 1 | |

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|-----------------------|--|---|--|
| Gauze swabs 10cmx10cm | Bathing wounds | 1 | |
| Plain scissors | To cut foam, adhesives | 1 | |
| Sunscreen | 30+ in date and with a pump pack to avoid transfer of infectious disease | 1 | |
| Crepe bandage - small | Secure wound dressings or ice | 2 | |
| Crepe bandage - large | Secure wound dressings or ice | 2 | |
| Stretcher | Transport of the injured athlete | 1 | |

Optional extras

| Item | Use | Quantity | Check |
|---------------------------------|--|-------------|-------|
| Tweezers (stainless steel) | Removing splinters, wound debris | 1 | |
| Vaseline 50g | For prevention of chaffing and rubbing | 1 | |
| Micropore tape | For strapping of sensitive skin | 1 | |
| Crushed ice | For making ice packs | As required | |
| Esky | To store Ice | As required | |
| Defibrillator | It requires a qualified person to use it | 1 | |
| Sports tape hand tearable 5cm | For strapping | 1 roll | |
| Sports tape rigid strapping 38m | For strapping | 2 rolls | |
| Finger splints | Prevent further damage after a finger injury | 1 | |
| Ice zipper bag | For ice pack | 1 | |
| Sports tape hand tearable 2.5cm | For strapping | 1 roll | |
| Sports tape 4mmx38mm | For strapping | 5 rolls | |

Additional items for setting up a first aid room

| Item/use | Check |
|--|-------|
| Wash basin with hot and cold water | |
| Disposable hand towels, soap and nail brush | |
| Seats for waiting patients or their accompanying family or friend | |
| Movable screen for privacy | |
| Refuse containers for sharps | |
| Clock with second hand | |
| Examination bench or table at a height where the first aider or trainer does not have to bend down or strain to assess an injury | |
| Clean, non slip surfaces (washable) | |
| Fridge/freezer for ice, fluids | |
| Good lighting | |
| Easy access for emergency services, wheelchair or stretcher | |
| Well ventilated | |
| Accessible to amenities | |
| Hazardous waste bin/bag | |
| Injury report forms/pens | |

