First aid kit inspection checklist

Date _____ **Site or location** _____

Kit location or number _____ **Checked by** _____

Kit type or list used _____ **Next check due** _____

The kit	Pass	Fail	N/A
Kit is in its place and was easy to find	☐	☐	☐
Case is clean, dry and undamaged	☐	☐	☐
Case is closed, with seal or latch intact	☐	☐	☐
Kit is marked so people can find it	☐	☐	☐
Nothing in the kit is for something other than first aid	☐	☐	☐

The contents	Pass	Fail	N/A
Stock list is inside the kit and current	☐	☐	☐
Contents match the site's list	☐	☐	☐
Nothing is missing or used up	☐	☐	☐
Nothing is past its date	☐	☐	☐
Packaging is sealed and undamaged	☐	☐	☐
Items are sorted so they can be found fast	☐	☐	☐
Anything replaced is written down below	☐	☐	☐

Access and people	Pass	Fail	N/A
Nothing blocks the way to the kit	☐	☐	☐
Crew knows where the kit is	☐	☐	☐
Names of trained first aiders are posted nearby	☐	☐	☐
Emergency numbers and site address are posted nearby	☐	☐	☐
Eyewash or other station gear is checked separately, if you have it	☐	☐	☐

Defects found and action taken

_____

_____

_____

Taken out of service? ☐ Yes ☐ No **Reported to** _____

Inspector signature _____ **Date** _____

Supervisor review _____ **Date** _____