



CLB 5 First Aid Supplies Checklist 1

Every first aid kit should have a list of supplies that are inside it. Completing a checklist of items is a common task at many workplaces.

Instructions:

1. Look at the checklist on.
2. Answer the questions below.



SPRINGVIEW CONSTRUCTION FIRST AID SUPPLIES – CHECKLIST

Date: October 19, 20--

ITEMS	REQUIRED	ON HAND	QTY TO RESTOCK	DATE RESTOCKED
Manual	1	1		January 25, 20--
Safety Pins	15	0		
Adhesive Tape	2	1		
Gauze Bandage	15	13		
Gauze Pads	6	6		May 21, 20--
Pads	4	5		
Splints	1	0		September 9, 20--
Stretcher	1	0		
Blankets	1	1		May 21, 20--

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Questions

1. What is the purpose of this document?
 - a. to show you what is in the first aid kit and how much to buy
 - b. to show you the number of first aid kits at the company
 - c. to help you find the first aid kit
 - d. to show you how many first aid kits to buy
2. What is the name of the company? _____
3. The document is organized in rows and columns.
 - a. Write the label for one row: _____
 - b. A row shows: Circle **AN AMOUNT** **A SUPPLY**
 - c. Write the label for one column: _____
 - d. A column shows: Circle **AN AMOUNT** **A SUPPLY**
4. Fill in the **QTY TO RESTOCK** column.
5. How many safety pins do they need? _____
6. Do the splints need to be restocked?
 - a. Circle **YES** **NO**
 - b. How do you know? _____
7. When was the manual restocked? _____

8. Do the gauze pads need to be restocked?

a. Circle **YES** **NO**

b. Why or why not? _____

9. What does "on hand" mean? _____

10. What words means "a bed with wheels"?

- a. gauze
- b. manual
- c. stretcher
- d. splint

11. You restocked two items on the same day. Which items were they?

a. _____

b. _____

12. Which item was most recently restocked?

13. You used three gauze pads to help a co-worker. What will you do with the checklist?
