



## 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

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- What is the purpose of this document?
  - to show you what is in the first aid kit and how much to buy
  - to show you the number of first aid kits at the company
  - to help you find the first aid kit
  - to show you how many first aid kits to buy
- What is the name of the company? \_\_\_\_\_
- The document is organized in rows and columns.
  - Write the label for one row: \_\_\_\_\_
  - A row shows:  **AN AMOUNT**       **A SUPPLY**
  - Write the label for one column: \_\_\_\_\_
  - A column shows:  **AN AMOUNT**       **A SUPPLY**
- Fill in the **QTY TO RESTOCK** column.
- How many safety pins do they need? \_\_\_\_\_
- Do the splints need to be restocked?
  - YES**       **NO**
  - How do you know? \_\_\_\_\_
- 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?

\_\_\_\_\_

\_\_\_\_\_