

## Basic First Aid Quick Guide

Always Ensure Your safety first!!!

### Emergency Scene

**CHECK THE AREA IS SAFE TO GO TO**

**CHECK PERSONS RESPONSE**

**AVPU** - (Awake, responds to Voice, responds to Pain, Unconscious)

**CHECK THE AIRWAY:**

If the person is unresponsive, tilt the head back and lift the chin to open the airway.

**CHECK BREATHING:**

Check for normal breathing.

Someone who can speak or cry is breathing.

**CHECK CIRCULATION:**

Look from head to toe for severe bleeding and signs of shock. If the person is unconscious, is breathing, and has no obvious injuries, roll the person onto his or her side and wait for help.

### SHOCK

1. Signs: restless, anxious, cold, clammy skin blue lips, fingertips, shallow, rapid breathing, weak pulse, decrease level of consciousness
2. Call EMS
3. Have person lie down with head lower than body unless it causes pain, then have them lie flat. If vomiting or unconscious, place in recovery position. Loosen tight clothes
4. Treat any obvious injuries and give CPR if needed
5. Keep person warm....give blankets
6. Keep person as still as possible and encourage them.
7. Do not let the person eat / drink

### CPR

1. Call EMS
2. Check breathing.  
Tilt their head backwards and look and feel for breaths. If the person is not breathing
3. Do 30 compressions .  
Push hard and fast in the centre of the chest.
4. Open the airway by tilting the head back and lifting the chin.  
Pinch the nostrils closed and give 2 breaths.
5. Continue the cycle of 30 compressions and 2 breaths until an EMS arrives.

### ELECTROCUTION

1. Switch off electricity (main switch or plug)
2. If not possible, pull person away from live wires with a dry rope, wooden pole or cloth.
3. Don't touch person until contact with electric current is broken
1. Administer CPR
2. Call EMS



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### CHOKING

1. If person is able to talk encourage them to cough
2. Give 5 back blows between shoulder blades with palm of hand.
3. If they collapse give 5 abdominal thrusts (**Heimlich**)
4. Repeat until item is dislodged
5. Call EMS after 1- 2 minutes or once item is dislodged.
6. **Heimlich on conscious victim:**  
Wrap arms around person's waist.  
Position your fist above their navel and grab it with other hand. Push hard with quick, upward thrust.
7. **Heimlich on pregnant / obese:**  
Place hands higher at base of breastbone.
8. **Heimlich on Unconscious :**  
Lie person on back and dislodge item if possible and do abdominal thrusts  
Do CPR if needed.
9. **Choking infant:**  
Give 5 back blows with them lying facedown on your forearm over thigh.  
Flip over onto back and use 2 fingers at center of breastbone.  
Give 5 compressions

**EMS No's:**

**Saaberie Chisty: 011 854 4618**

**ER 24 Lenmed : 084 124**

**Netcare: 011 854 8911**

**Promed: 084 517 2621**

### HEAD, NECK, AND SPINAL INJURY

1. Leave the person in the position he or she was found then call EMS. Only move the person if there are immediate dangers or the position stops you from doing treatment for life-threatening conditions.
2. If person is unconscious or unable to move, make sure their head and spine moves as little as possible by placing your hands on both sides of the their head. The person can support his/her own head if they are responsive and able to.
3. Signs of a serious head injury or concussion could be confusion, drowsiness, or vomiting.

### DROWNING

1. Your own safety first!
2. For conscious person use a rope or any long firm object for the person to grab,. Don't grab with your hands unless someone holds you, or you may get pulled in.
3. Remove person from water.
4. Assess ABC, administer CPR if required
5. Assess for spinal injury.
6. Protect the spine
7. Remove wet clothing and cover with warm items.
8. If no spinal injury, place person in recovery position. If spinal injury suspected lie them on their back.
9. Keep warm till EMS arrives.
11. Frequently monitor vital signs (pulse and respiratory)
12. All near drowning persons need to be transferred to hospital to assess for lung and other complications

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### STROKE

#### SYMPTOMS OF STROKE: F.A.S.T.

**Face:** There is weakness on one side of the face.

**Arms:** They can't raise both arms.

**Speech:** Hard to understand, they have difficulty understanding others or loss of speech

**Time:** If they have any or all the symptoms call EMS.

#### First Aid:

If conscious, let person lie at 45' elevated. Reassure and keep calm. If unconscious, place in recovery position on the paralyzed side to make breathing easier. Loosen tight clothing

### HEART ATTACK

1. Symptoms of a heart attack include persistent chest pain, or isolated unexplained discomfort in arms, neck, jaw, back or stomach.
2. Have the person chew 1 regular strength aspirin tablet.
3. Call EMS .
4. Make sure they are in a comfortable position e.g. sitting on chair or floor and leaning against a wall.
5. Give them constant reassurance while waiting for an ambulance.
6. Monitor pulse and respiration.
7. Administer CPR if needed.

### EPILEPSY

1. Clear the area of spectators.
2. Do not restrict the jerking movements.
3. Remove nearby objects that may injure them, gently place soft things (jackets, shawls, blankets, pillows if available) under head.
4. Gently guide movements to prevent injury.
5. Remove spectacles, dentures or food present in the mouth if possible.
6. Don't place spoons or other items in mouth
7. Loosen tight clothing, especially around the neck
8. When seizure stops, place person in recovery position, keep warm.
9. Monitor breathing till patient regains consciousness.
10. Seek medical assistance if necessary



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### DIABETIC EMERGENCY

1. Symptoms include: trembling, fainting, confusion, decreased level of consciousness, rapid pulse, fast breathing.
2. Test sugar if monitor is available. If low give them honey, a sweet or a sweet drink. If high give them 2-3 glasses of water and their medication if available.
3. If no sugar monitor available, treat as low sugar.
4. Call EMS if conditions do not improve within 10 minutes.
5. Make sure they are in a comfortable and reassure the person until help arrives.

### ASTHMA

1. Sit the person upright comfortably.
2. Be calm and reassuring. Don't leave them alone
3. Use the person own inhalers if available.
4. Give 4 puffs (blue inhaler)
5. Wait 4 minutes.
6. If they still cant breath normally, give 4 more puffs.
7. Call EMS
8. Continue giving 4 puffs every 4 minutes till EMS arrives

### FAINTING

1. Lie the person on their back
2. Elevate the legs to above the level of the heart.
3. Loosen tight clothing, especially around neck
4. Assess airway and remove any obstructions, dentures, food, etc
5. If person remains unconscious for more than 2 minutes, place in recovery position and call EMS.
6. If person recovers , give them some salt/sugar water or rehydrate. Allow them to sit till they feel comfortable enough to stand on their own.

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## SEVERE BLEEDING

1. Call EMS and put on gloves (or a plastic bag)
2. Have the person lie down, elevate legs, keep head lower than body
3. Remove obvious objects from wound, but don't clean it.
4. If organs have been displaced, do not push them back in, simply cover the wound.
5. Apply direct pressure with gauze / clothing until bleeding stops
6. Apply pressure around deeply embedded objects, not over them.
7. Do not remove gauze / bandage.
8. Simply keep adding more as needed
9. If limb (arm / leg) is bleeding, elevate it.

## BONE, MUSCLE, AND JOINT INJURY SPRAINS / STRAINS

1. Common injuries are fractures, dislocations, sprains and strains. Call EMS if person has a severe injury.
2. The steps for caring for this type of Injury are the **RICE** method (**Rest, Immobilize, Cool, Elevate**).
3. First make sure the injury is supported and they are in a comfortable position for them.
4. Then apply an ice pack and elevate the injury. This will help reduce the swelling and pain.

## CUTS AND SCRAPES

1. Apply pressure to stop bleeding.
2. Minor cuts and scrapes can be washed by rinsing under clean running water for 5 minutes. Antiseptic cream can be applied afterwards.
3. Bandage the wound with clean, preferably sterile, dressings.
4. If blood soaks through the bandage another should be applied on top of the original.

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## MINOR BURNS:

1. Remove the cause
2. Apply cold clean cloth/towel to lessen the burn and pain.
3. Apply burn cream
4. Don't break blisters

## MAJOR BURNS:

1. Call EMS
2. Do not remove clothing
3. Do not immerse in cold water
4. Do not apply any creams
5. Treat for Shock
6. Begin CPR if needed
7. Elevate burned parts of body above heart if possible
8. Cover with a cool, moist, sterile bandage or cloth or towel

## EYE INJURY

1. **CHEMICAL**
  2. Turn head down, hold eye open, use water from a bottle to squirt water into the eye.
  2. Irrigate the eye for at least 15 min. Cover with a sterile cloth.
  3. Take person for medical assessment.
2. **FOREIGN OBJECT**

Don't rub the eye!

  1. Try to locate the object. Pull eyelids open one at a time.
  2. If object is visible and not embedded, gently remove with the edge of a clean cloth.
  3. If the object is embedded, don't remove it, take person immediately to EMS.
  4. Cover eye lightly with a cone shaped dressing.
  5. If no object is located, take the person for medical assessment.

## NOSEBLEEDS

1. Let the person sit and lean forward
2. Pinch the nose closed
3. Apply ice pack to head/forehead
4. Pack the nose with gauze or a tissue and apply pressure, pressing the nose closed
5. Prick the tip of the ear apex or the lower outer corner of the thumbnail, squeeze few drops of blood to release heat.





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## COLD-RELATED ILLNESS

1. Person may be disoriented, shivering, pale, cold to the touch and have impaired movement.
2. Warm the person slowly while giving them constant reassurance.
3. If person is outside, get them inside and replace any wet clothes with dry clothes.
4. If the person is experiencing any form of hypothermia (mild to severe) they need to lie down and not stand or walk.

## HYPOTHERMIA

1. Call EMS
2. Begin CPR if necessary
3. Protect from wind & cover head
4. Remove wet clothing, but do not massage / rub
5. Do not use hot water / heating pad and do not apply anything hot or warm to limbs.
6. Apply warmth to center of body only

## HEAT STROKE

Move into shady / air conditioned space and call EMS  
Do not immerse in cold water  
Cover with damp sheets, spray with water and fan  
Have person drink anything without alcohol or caffeine

## HEAT-RELATED ILLNESS

1. Symptoms may include hot or red skin, seizures, coma, severe headache, altered behavior and rapid and shallow breathing. Call EMS if person is experiencing these symptoms.
2. Move the person to a cooler place and loosen tight clothing. Give them small amounts of cool water only if they are alert.
3. Options for rapid cooling are:
  - ⇒ immerse body in cool water,
  - ⇒ immerse forearms in cool water,
  - ⇒ pour water over torso or fan skin.

## POISONS

1. Signs of poisoning include vomiting, abdominal pain, altered level of consciousness or difficulty breathing. If a person has the last two symptoms call EMS Otherwise call poison control.
2. If possible, establish what they have taken. A person can be poisoned by several things e.g. plants, berries, medicine, drugs, toxic chemicals.
3. Call poison control.
4. Do not make them vomit or give them anything to drink unless poison control has provided instructions to do so.



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## BITES AND

1. **Itchy Bite** - Clean wound, dab vinegar or antiseptic, apply cortisone cream, calamine
2. **Bee or Wasp Sting or Tick bite** - gently remove the stinger or tick by scraping it out. Don't use a tweezer or squeeze it, Clean with antiseptic or vinegar. Apply ice to reduce swelling. Can apply activated charcoal paste to absorb poison. Use cortisone cream for itching.
3. **Allergic reactions** - usually occur within 30 min. (hives, red swelling or rash spreading, swollen eyes, face lips, difficulty breathing). Administer epipen or take to EMS immediately
4. **Snake bite - Call EMS.** Person may go into shock. Clean wound with antiseptic. Apply ice to reduce swelling. Bandage limb. Keep in recovery position till EMS comes. Monitor pulse and breathing frequently.

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## Anxiety/Panic Attack

1. Symptoms can include shortness of breath, racing of heart, chest pains, confusion, sense of fear and feeling a loss of control.
2. Call EMS if person is experiencing these symptoms.
3. Show you are listening and calmly ask how you can help. Provide reassurance, comfort, and support.
4. Help the person calm down by raising and lowering your arms slowly while instructing the person to inhale when you raise your arms and exhaling as you lower them.

## Anaphylaxis/Allergic reaction

1. Signs of anaphylaxis range from: dizziness, rashes, swelling of hands/ feet/face, shortness of breath, vomiting and diarrhea. Call or take to EMS immediately
2. Make sure they are in a comfortable position e.g. sitting on chair or floor and leaning against a wall. Give them constant reassurance while waiting for an ambulance.
3. Help anaphylactic person use auto injection/EpiPen if they have one.



# FIRST AID KIT CHECKLIST

## Bleeding and Wounds

- Various size regular bandages
- Butterfly bandages
- SteriStrips
- Compound tincture of benzoin
- Liquid bandage (superglue)
- Finger / knuckle bandages
- Gauze Dressing Pads (2x2, 4x4)
- Trauma pads (could use menstrual pads)
- Triangular bandage
- Hemostatic agent (such as Celox)
- Gauze roll bandages (2 in and 4 in)
- Nylon sutures (#3 - #5)
- Needle puller
- Surgical scissors
- Eye wash (for wound irrigation)

## Burns

- Water Jel Burn Jel
- Water Jel Burn Dressing (4x4ish)

## Fever / Pain

- Thermometer
- Aspirin, Ibuprofen, Tylenol, Excedrin
- Pain relieving spray
- Oral pain gel
- Icy Hot
- Cooling Towel

## Other creams / sprays / ointments:

- Sting / bite relief
- Hydrocortisone
- Antibiotic ointment
- Povidone- iodine pads
- Antiseptic pads
- Antiseptic hand wipes
- Chapstick / lip ointment
- Sunscreen
- Bug spray

## OTC Meds:

- Allergy medicine
- Nausea / diarrhea meds
- Cold medicine
- Antacid
- Cough drops
- Cold eeze

## Sprain / Break

- Flexible Splint
- Finger Splint
- Cold Packs
- Elastic bandages (3")

## Dehydration

- Medilyte
- Oral IV

## For Kids:

- Suckers (for distraction)
- Cold Meds
- Benadryl for kids
- Ibuprofen / Tylenol

## Other:

- Eye pad
- CPR Shield
- Nitrile gloves
- EMT Shears
- Tweezers
- Waterproof tape
- Moleskin
- Pink eye relief
- Zip lock bags (for soiled items)
- Living Ready Pocket Manual

