## First Aid Inspections



## Follow these steps when inspecting your own First Aid Kits and First Aid Rooms:

- In your internet browser, click on https://fast-rescue.com/first-aid-kit-checklists/
  - ✓ Our checklists are consistently reviewed for accuracy against the current regulations, so you can rest assured that the list you use is up to the required standards
- Scroll down to the province for the kit you are inspecting
- Move down the page to the links for ordering replenishments
- Click on the appropriate link for the first aid kit or room you are inspecting.
- This will open up the inspection page. Move down to where you can download the inspection form and the inspection sticker.
- Inspection Sticker Download the sticker and print on shipping labels (5 ½" x 8 ½"). Stick
  them on your first aid kit. Sign and date the sticker whenever you check the first aid kit or
  room.
  - ✓ Stick them on your first aid kit. Sign and date the sticker whenever you check the first aid kit or room.
- Inspection Form Download the form to use when you check your first aid kit or room
  - ✓ Required column shows the quantity you need to have of each item in your first aid kit/room to meet the requirements
  - ✓ On Hand column note the quantity you have in the first aid kit/room presently
  - ✓ Order column subtract the On Hand column quantity from the Required column quantity and note this number in this column. i.e. if the required quantity is 4 and you have 1 on-hand, then you need to enter at least 3 in the Order column. You can enter more than 3 but not less to meet the regulations.
  - ✓ Once you are finished, either fax or email the form to the fax/email number noted on it

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## If you would like to have your order summary and status information on hand, then follow these additional steps

- Go back to the inspection form on your internet browser
- Log into your account. If you don't have an account, then please register your account
- You will now see a list similar to your inspection form on your webpage
  - ✓ Click on the description of the product you need
  - √ The product will open in a new page
  - ✓ Click Add to Cart
  - √ The product is added to your cart. Change your quantity here if necessary
  - ✓ Go back to your first window and add your next product following Steps 2-6 (above)
- As soon as you have completed ordering your supplies, you can check out
  - ✓ Check your shipping information and click next.
    - If you have opted for pick up, we will call you once your order is ready.
    - If you have opted for delivery, we will pick your order and ship within 3-5 days
  - ✓ Add your delivery options and click next
  - ✓ Add your payment information and submit. If you have a credit application on file, let us know and we can set you up for invoices.
  - $\checkmark$  You will receive an email confirmation once your order is placed