



*INDIVIDUAL FIRST AID KITS (IFAK)*  
**GENERAL ORDER #25.02**

**Adopted:** 7/31/19

**Pages:** 4

**Persons Affected:** All Sworn Personnel

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**IACLEA Standards:**

**Revision History**

New SUDPS General Order

**PURPOSE**

The purpose of this Order is to provide guidelines regarding the issuance, use and maintenance of the department issued individual first aid kits (IFAK). The issuing of IFAKs to individual personnel is to provide them with the ability to have first aid equipment readily available during an emergency situation or critical incident. The IFAK selected for the Stanford University Department of Public Safety (SUDPS) deputies contains first aid items to stabilize a person who has experienced a traumatic injury. The IFAK also has the capability to hold additional weapon magazines providing deputies addition ammunition in an armed confrontation such as during an active shooter situation.

**POLICY**

SUDPS issues sworn personnel with an individual first aid kit (IFAK) which can be worn on the thigh and securely attached to the duty belt. IFAKs will be deployed and maintained in compliance with this Order. Personnel choosing to carry additional weapons magazines on their IFAK will complete training consisting of deployment exercises. The training will be



completed before using the IFAK to carry additional magazines. Personnel issued an IFAK must maintain current first aid and CPR certifications.

## DEFINITIONS

<b>IFAK</b>	An individual first aid kit (IFAK) containing supplies that enable employees to care for themselves or another who has been injured and requires immediate treatment for a life threatening wound or when immediate treatment by Fire Department or Paramedic personnel is delayed because they cannot safely enter a location (e.g. an active shooter incident). The IFAK is designed to be able to be carried on one's person.
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## PROCEDURE

The IFAK's primary purpose is to give sworn personnel the ability to treat themselves, a fellow officer or a civilian in situations where a traumatic injury has been sustained and Fire Department and Paramedic personnel are not immediately available or it is too dangerous for them to enter the scene of the incident. When an IFAK is deployed and used to render treatment, the deputy who treated the injured person will, as soon as possible, inform the responding Fire Department and/or Paramedic personnel of the treatment provided.

### A. ISSUANCE AND MAINTENANCE

1. The Logistics Unit will be responsible for issuing all sworn personnel an IFAK kit. Each kit will be individually marked with a control tag to identify to whom it has been issued. Issuance records will be retained by the Logistics Manager.
  - a. The IFAK issued to sworn personnel consists of a black canvas pouch that can be quickly attached to a deputy's duty belt and thigh by using integrated buckles to keep it secure during movement. The exterior of the pouch has MOLLE attaching straps that are designed to hold additional equipment and/or weapon magazines.
  - b. Each IFAK kit will contains the following items:
    - 1) Combat application tourniquet
    - 2) Modular trauma bandage flat packed (4 inch)
    - 3) Chest seal (occlusive dressing for open chest wounds) (2-pack)
    - 4) Trauma shears
    - 5) CPR face shield



- 6) Casualty card
  - 7) Disposable medical gloves
  - 8) QuickClot hemostatic device
- c. The Logistics Manager will maintain a supply of the items contained in the IFAK to restock them.
  - d. Sworn personnel will be responsible for notifying their supervisor and/or the Logistics Unit when items from their IFAK kit need to be replaced, including monitoring expiration dates. A lost or damaged IFAK will be reported to the deputy's immediate supervisor for replacement.
  - e. Supervisory inspections of IFAKs will occur in conjunction with annual performance reviews and during dress-out exercises. Missing contents will be identified, reported and replacements requested from the Logistics Unit.

## **B. DEPLOYING THE IFAK**

1. The IFAK is intended to function as a deputy's "go-bag" when responding to a critical incident, high risk detail or any situation where there is a likelihood that someone has or may suffer a life threatening injury. It is not intended to replace a standard first aid kit.
2. The IFAK is not to be worn during normal patrol duty operations.
3. Deputies will bring their IFAK with them when assigned to work at venues with an expected attendance of greater than 1,000 persons. The IFAKs will be stored on site to be readily available for deployment. Storage locations will be identified as part of event operational planning and provided to deputies in event briefings.
4. Command level personnel may also direct personnel to wear the IFAK during an event.

## **C. STORAGE IN VEHICLE**

1. Sworn personnel will have their IFAK readily available in the front seat of their marked vehicle. The IFAK will be draped over the passenger front seat headrest allowing for easy deployment.
  - a. IFAKs will not be stored in trunks, rear seats or duffle bags where they are not immediately accessible when the deputy is exiting his/her vehicle.



#### **D. REPORTING**

1. Use of an IFAK kit will be documented by the deputy in an (IR), (SR) or collision report depending on the nature of the incident. Reports should include the following:
  - a. Reason for medical intervention (i.e. Fire Department or Paramedics were not immediately available, the severity of the injury required immediate treatment, the number of medical personnel on scene was inadequate to provide treatment, etc.)
  - b. The type of medical treatment the deputy provided.
  - c. Name and identifying information of person receiving treatment.
  - d. Fire Department or Paramedic unit that transported the injured person to the hospital.
  - e. If transported to a hospital, the name of the hospital.

#### **E. TRAINING**

1. The Training Manager will be responsible to ensure that familiarization of the IFAK and use of its contents are included in the instruction of the first aid courses and CPR courses provided to SUDPS deputies.
  - a. Records pertaining to first aid training will be retained by the Training Manager.
2. Deputies intending to carry extra ammo/magazines on their issued IFAK must complete IFAK orientation training provided by a department Rangemaster. Training must be completed before using the IFAK to carry ammo/magazines.