

## Appendix C

### Aid Room Module Aid Room Design and Flow Process Form

As you revise an existing Aid Room or build one from the ground up, use this form, along with your outline of the aid room, to document your Aid Room Design and Flow Process. Using this document and the Aid Room outline, discuss the design and flow process with the Trainer/Evaluator.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Elements to include and discuss in the aid room design process:

Entrance and exit

Reception area

Treatment area

Records area

Communication system

Washroom / lavatory

Biohazard waste containers

Sharps container for patient use

Storage area

Accessibility for handicapped guests and stretcher or gurney maneuverability

Accessibility for ambulance service

Protection of individual privacy

Optimum traffic flow

Sink and storage for cleaning supplies

Emergency eyewash setup

Emergency shower availability

Emergency power supply

Adequate ventilation, lighting, and heat

Adequate storage facilities for supplies and records

Desk work space

Storage of incident reports and other forms

Windows

Electrical outlets

Beds – type, number, placement

Safety hazards