

User Guide

Post Emergency

When the trolley / bag has been opened and used in an emergency a full check of all items must be carried out online using MyKitCheck. This will allow for used equipment to be identified promptly and ensure that all items can be sourced and replenished as soon as possible.



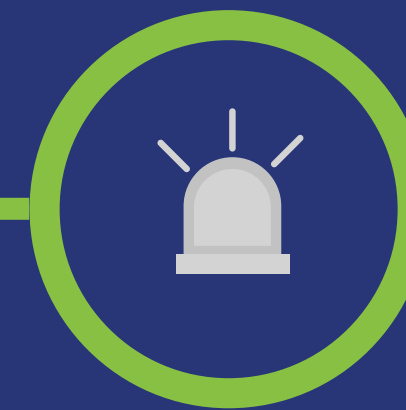
Open MyKitCheck

Access the MKC system using the method designated by your Trust e.g. desktop icon or go to app.mykitcheck.co.uk



Log In

Enter your login credentials. You must have an account registered before logging in using your Trust e-mail address.



Start Post Emergency Check

Click Start a Check under Quick Actions
Select Post Emergency Check
Enter Your Name if not already shown.



Check All Items

Check all items as per onscreen instructions. Replace any items available locally and update expiry dates and batch numbers. Record item which are unavailable as missing enter the quantity found for items with a quantity more than one.



Seal & Secure

Once all items have been checked, secure the carrier with a tamper evident seal and enter the number onto the system



Review Replenish List

Any items which have been recoded as missing will be shown in the replenish list, alongside those items within their expiry window. The carrier will remain non-compliant until all missing items have been replenished.

For guidance on how to replenish a carrier on MKC please view the video guide or quick guide in the How to Guides section of the dashboard.