

## **First Aid at Work Re-qualification – (12 Hours/ 2 Days)**

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**RQF Level 3 Award** England, Northern Ireland & Wales - Internationally Recognised

**Qualification title:** FAA Level 3 Award in First Aid at Work – Code 603/2081/3

**Unit 1 Title:** Emergency First Aid in the Workplace – Unit Code Y/615/8504

**Unit 2 Title:** Recognition and Management of Illness and Injury in the Workplace – Unit Code M/615/8508

**SQF Level 6 Award** Scotland

**Qualification title:** Award in First Aid at Work at SCQF Level 6 – Code R528 04

**Unit 1 Title:** Emergency First Aid in the Workplace – Unit Code UL20 04

**Unit 2 Title:** Recognition and Management of Illness and Injury in the Workplace – Unit Code UL21 04

### **DESCRIPTION**

This two-day First Aid at Work Refresher course is designed for those who currently hold a First Aid at Work qualification and are due to expire. It meets the requirements of the Health and Safety (First Aid) Regulations 1981 and the Health and Safety (First Aid) Regulations (Northern Ireland) 1982.

The important thing to remember is that as soon as the certificate expires, the First Aider is no longer considered competent to act as a First Aider in the workplace which may well leave the employer with a shortfall of First Aiders. Therefore, it would be prudent to arrange their requalification before they expire.

### **ENTRY REQUIREMENTS**

The qualification is available to learners aged 14 or over but a learner is unable to act as a First Aider in the workplace until they reach the age of 16.

Due to the practical nature of the first aid assessment there are physical demands and learners must be able to demonstrate their skills as in a real-life situation. An example of this would be to demonstrate CPR on a manikin at floor level.

It is recommended that learners should hold a minimum of Level 1 in literacy or equivalent to undertake this qualification. It may be possible to allocate a reasonable adjustment to a learner who has a disability, medical condition or learning need; learners are invited to speak to a member of the Tineke Training Ltd team prior to the course. They can also approach the Instructor on the day of the course to disclose anything they feel needs to be made aware of. All disclosures of information is treated discreetly, respectfully and confidentially.

### **DURATION**

A minimum of 12 hours spread over at least two days. Ideally, the course should be run over two consecutive days, but we have the flexibility to accommodate your specific needs if you so desire providing it is completed within 7 weeks of starting the course and the training sessions last for a minimum of two hours.

### **ASSESSMENT**

Successful qualification on this course is based on practical assessments conducted throughout the course and written test papers for unit 2. A learner must successfully pass both the written and practical assessments to achieve the qualification. There is no grading of the assessment; learners pass or are referred.

## CERTIFICATION

A three-year Level 3 Award in First Aid at Work (Level 6 in Scotland) will be issued to the learner, subject to successful assessment. The certificate expires as per the date on the certificate. At this point, the learner can participate on another two-day, Level 3 Award First Aid at Work Re-qualification course.

## NUMBERS

A maximum of 12 students per Instructor can be accommodated on this course.

## SYLLABUS

A range of subjects are covered including:

- Legalities, responsibilities & reporting
- Dealing with an unresponsive casualty
- Assessment of the situation
- Control of bleeding
- Poisoning
- Burns
- Epilepsy
- Resuscitation & AED awareness
- Bandaging
- Heart attacks
- Head injuries
- Chest injuries
- Asthma
- Stroke
- Fractures & spinal injuries
- Shock (including Anaphylaxis)
- Choking
- Eye injuries
- Diabetes
- Sprains & strains

## LEARNING OUTCOMES – UNIT 1 (Emergency First Aid in the Workplace)

Learning Outcome	Assessment Criteria
<b>1. Understand the role and responsibilities of a First Aider</b>	1.1 Identify the role and responsibilities of a First Aider 1.2 Identify how to minimise the risk of infection to self and others 1.3 Identify the need for consent to provide first aid
<b>2. Be able to assess an incident</b>	2.1 Conduct a scene survey 2.2 Conduct a primary survey of a casualty 2.3 Summons appropriate assistance when necessary
<b>3. Be able to provide first aid to an unresponsive casualty</b>	3.1 Identify when to administer cardiopulmonary resuscitation (CPR) 3.2 Demonstrate CPR using a manikin 3.3 Justify when to place a casualty into the recovery position 3.4 Demonstrate how to place a casualty into the recovery position 3.5 Identify how to administer first aid to a casualty who is experiencing a seizure
<b>4. Be able to provide first aid to a casualty who is choking</b>	4.1 Identify when choking is: <ul style="list-style-type: none"> <li>• Mild</li> <li>• Severe</li> </ul> 4.2 Demonstrate how to administer first aid to a casualty who is choking
<b>5. Be able to provide first aid to a casualty with external bleeding</b>	5.1 Identify the severity of external bleeding 5.2 Demonstrate how to control external bleeding
<b>6. Know how to provide first aid to a casualty who is in shock</b>	6.1 Recognise a casualty who is suffering from shock 6.2 Identify how to administer first aid to a casualty who is suffering from shock
<b>7. Know how to provide first aid to a casualty with minor injuries</b>	7.1 Identify how to administer first aid to a casualty with: <ul style="list-style-type: none"> <li>• Small cuts</li> <li>• Grazes</li> <li>• Small splinters</li> </ul> 7.2 Identify how to administer first aid to a casualty with minor burns and scalds

**LEARNING OUTCOMES – UNIT 2 (Recognition and Management of Illness and Injury in the Workplace)**

<b>Learning Outcome</b>	<b>Assessment Criteria</b>
<b>1. Be able to conduct a secondary survey</b>	1.1 Identify the information to be collected when gathering a casualty history 1.2 Demonstrate how to conduct a head to toe survey
<b>2. Be able to provide first aid to a casualty with suspected injuries to bones, muscles and joints</b>	2.1 Recognise suspected: <ul style="list-style-type: none"> <li>• Fractures and dislocations</li> <li>• Sprains and strains</li> </ul> 2.2 Identify how to administer first aid for: <ul style="list-style-type: none"> <li>• Fractures and dislocations</li> <li>• Sprains and strains</li> </ul> 2.3 Demonstrate how to apply: <ul style="list-style-type: none"> <li>• A support sling</li> <li>• An elevated sling</li> </ul>
<b>3. Be able to provide First Aid to a casualty with suspected head and spinal injuries</b>	3.1 Recognise a suspected: <ul style="list-style-type: none"> <li>• Head injury</li> <li>• Spinal injury</li> </ul> 3.2 Identify how to administer first aid for a suspected head injury 3.3 Demonstrate how to administer first aid for a suspected spinal injury
<b>4. Know how to provide First Aid to a casualty with suspected chest injuries</b>	4.1 Recognise a suspected: <ul style="list-style-type: none"> <li>• Flail chest</li> <li>• Penetrating chest injury</li> </ul> 4.2 Identify how to administer first aid for a: <ul style="list-style-type: none"> <li>• Flail chest</li> <li>• Penetrating chest injury</li> </ul>
<b>5. Know how to provide First Aid to a casualty with burns and scalds</b>	5.1 Identify the factors that affect the severity of burns and scalds 5.2 Identify how to administer first aid for burns involving: <ul style="list-style-type: none"> <li>• Dry heat</li> <li>• Wet heat</li> <li>• Electricity</li> <li>• Chemicals</li> </ul>
<b>6. Know how to provide First Aid to a casualty with an eye injury</b>	6.1 Identify how to administer first aid for eye injuries involving: <ul style="list-style-type: none"> <li>• Dust</li> <li>• Chemicals</li> <li>• Embedded objects</li> </ul>
<b>7. Know how to provide First Aid to a casualty with sudden poisoning</b>	7.1 Identify the routes that poisons can take to enter the body 7.2 Identify how to administer first aid to a casualty affected by sudden poisoning 7.3 Identify sources of information for treating those affected by sudden poisoning
<b>8. Know how to provide First Aid to a casualty with anaphylaxis</b>	8.1 Identify common triggers for anaphylaxis 8.2 Recognise suspected anaphylaxis 8.3 Identify how to administer first aid for a casualty suffering from anaphylaxis
<b>9. Know how to provide first aid to a casualty with suspected major illness</b>	9.1 Recognise suspected: <ul style="list-style-type: none"> <li>• Heart attack • Stroke • Epileptic seizure • Asthma attack • Diabetic emergency</li> </ul> 9.2 Identify how to administer first aid to a casualty who is suffering from: <ul style="list-style-type: none"> <li>• Heart attack • Stroke • Epileptic seizure • Asthma attack • Diabetic emergency</li> </ul>

**\*Our Awarding Body is First Aid Awards (FAA) Ltd.**