

## First Aid at Work: 3 Day Course

RQF Level 3 Award (England, Northern Ireland and Wales)

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



It is a requirement of the Health & Safety law that employers provide a safe and healthy environment to work in. If your assessment of first aid needs highlights the need for qualified first aiders, then this level 3 qualification will provide you with suitable, highly trained personnel.

This comprehensive three-day course covers a wide range of first aid emergencies, enabling all participants to deal with emergency situations with confidence in a prompt, safe and effective way. In addition, this course will include any protocol changes that may have arisen since their last training course.

This course will give the participants a qualification to the highest level of First Aid, meeting the statutory requirements of the Health and Safety (First Aid) Regulations 1981.

### Duration

A minimum of 18 hours spread over at least three days. Ideally, the course should be run over three consecutive days, but we have the flexibility to accommodate your specific needs if required; providing that it is completed within 10 weeks of starting the course and the training sessions last for a minimum of two hours each.

### Syllabus

A range of subjects are covered including:-

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

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### Certification

Summative practical assessment is ongoing by the instructor each day, along with a written assessment on each day.

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.

### Numbers

A maximum of 12 students are allowed and must be a minimum of 14 years of age and a certificate can be offered to all, subject to assessment.

### Location

We are able to deliver this course on your site, subject to a pre-course assessment of your premises, reducing your costs in respect of additional time out and travelling. We run regular open courses, please visit our website [www.groundworknorthwales.org.uk/training](http://www.groundworknorthwales.org.uk/training) for more information.



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UNIT 1	EMERGENCY FIRST AID IN THE WORKPLACE
<b>LEARNING OUTCOMES:</b> The learner will:	<b>ASSESSMENT CRITERIA:</b> The learner can:
<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 summon 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 recognise and assist a casualty who is choking</b>	4.1 Identify when choking is: mild or severe 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>• bruises</li> <li>• small splinters</li> </ul> 7.2 Identify how to administer first aid to a casualty with minor burns and scalds



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UNIT 2 RECOGNITION AND MANAGEMENT OF ILLNESS AND INJURY IN THE WORKPLACE	
LEARNING OUTCOMES The learner will:	ASSESSMENT CRITERIA The learner can:
1. Be able to conduct a secondary survey	1.1 Identify the information to be collected when gathering casualty history 1.2 Demonstrate how to conduct a head to toe survey
2. Be able to provide first aid to a casualty with suspected injuries to bones, muscles and joints	2.1 Recognise suspected: Fractures, Dislocations, Sprains and strains 2.2 Identify how to administer first aid for: Fractures, Dislocations, Sprains and strains 2.3 Demonstrate how to apply: A support sling, and elevated sling
3. Be able to provide first aid to a casualty with suspected head and spinal injuries	3.1 Recognise suspected: Head Injury, Spinal injury 3.2 Identify how to administer first aid for a suspected head injury 3.3 Identify how to administer first aid for a suspected spinal injury
4. Know how to provide first aid to a casualty with suspected chest injuries	4.1 Recognise a suspected: Flail chest, penetrating chest injury 4.2 Identify how to administer first aid for a: Flail chest, penetrating chest injury
5. Know how to provide first aid to a casualty with burns and scalds	5.1 Identify the factors that affect the severity of burns and scalds 5.2 Identify how to administer first aid for burns involving: • Dry heat • Wet heat • Electricity • Chemicals
6. Know how to provide first aid to a casualty with an eye injury	6.1 Identify how to administer first aid for eye injuries involving: • Dust • Chemicals • Embedded objects
7. Know how to provide first aid to a casualty with sudden poisoning	7.1 Identify the routes that poisons can take to enter the body 7.2 Identify how to administer immediate first aid to a casualty affected by sudden poisoning 7.3 Identify sources of information for treating those affected by sudden poisoning
8. Know how to provide first aid to a casualty with anaphylaxis	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
9. Know how to provide first aid to a casualty with suspected major illness	9.1 Recognise suspected: • Heart attack • Stroke • Epileptic seizure • Asthma • Diabetic emergency 9.2 Identify how to administer first aid to a casualty suffering from: • Heart attack • Stroke • Epileptic seizure • Asthma • Diabetic emergency