QUALIFICATION SPECIFICATION

FAA LEVEL 3 AWARD IN EMERGENCY FIRST AID AT WORK (RQF)
AWARD IN EMERGENCY FIRST AID AT WORK AT SCQF LEVEL 6

Where a workplace first aid risk assessment identifies a need for an Emergency First Aider in the Workplace, this one-day qualification meets the requirements of the Health and Safety (First Aid) Regulations 1981 and the Health and Safety (First Aid) Regulations (Northern Ireland) 1982.

The learner will attain knowledge and the practical competence required to deal with a range of workplace first aid situations.

The FAA Emergency First Aid at Work qualification is unit 1 of the three-day FAA First Aid at Work qualification. From gaining this qualification learners could progress to completing unit 2 and being awarded the FAA First Aid at Work qualification.

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Qualification structure

This qualification is regulated in the UK and awarded by First Aid Awards. FAA are an Awarding Organisation regulated by Ofqual and SQA Accreditation. The qualification sits on the Regulated Qualifications Framework (RQF) and the Scottish Credit and Qualifications Framework (SCQF).

The qualification is delivered, assessed and quality assured in accordance with the Assessment Principles for Regulated First Aid Qualifications.

The qualification is delivered in accordance with the protocols set by the latest Resuscitation Council Guidelines.

The qualification consists of one mandatory unit:

FAA LEVEL 3 AWARD IN EMERGENCY FIRST AID AT WORK (RQF)						
QAN	**Unit title**	**URN**	**Credit value**	**Level**	**GLH**	**TQT**
603/2080/1	Emergency First Aid in the Workplace	Y/615/8504	**1**	**3**	**6**	**7**

AWARD IN EMERGENCY FIRST AID AT WORK AT SCQF LEVEL 6						
QAN	**Unit title**	**URN**	**Credit value**	**Level**	**GLH**	**TQT**
R529 04	Emergency First Aid in the Workplace	UL20 04	**1**	**6**	**6**	**7**

QAN – Qualification Accreditation Number URN – Unit Reference Number GLH – Guided Learning Hours TQT – Total Qualification Time

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 should contact their training provider to discuss. Any reasonable adjustments granted must be in line with the FAA Reasonable Adjustments Policy.

Qualification delivery

The qualification has 6 assigned guided learning hours (GLH) and 7 hours total qualification time (TQT). GLH indicates the number of classroom contact hours that the learner will undertake. TQT includes GLH but also takes into account any unsupervised learning and is an estimate of how long the average learner will take to complete the qualification.

The minimum classroom contact time of six hours can be delivered in a single day or spread over a maximum of four weeks, ensuring that each session is a minimum of two hours.

The class ratio for this qualification is a maximum of 12 learners to 1 Trainer/Assessor.

Certification

The qualification is valid for three years from the date of achievement. It is strongly recommended by the Health and Safety Executive that the learner attends annual refresher training.

The learner will need to complete the full course again to requalify for a further three years.

On expiry of the qualification the HSE guidance states that the First Aider is no longer considered competent to act as a First Aider in the workplace. It is prudent to arrange requalification before expiry to ensure that a workplace is not left with a shortfall of qualified First Aiders.

Progression

Learners who achieve this qualification may progress on to the FAA First Aid at Work or other related qualifications within first aid.
FAA also offer qualifications in health & safety, food safety and safeguarding should learners wish to diversify.

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Learning outcomes and assessment criteria

A regulated qualification has set learning outcomes and assessment criteria. The learning outcomes describe the skills and knowledge a learner will gain by successfully completing the qualification. The assessment criteria state the skills, knowledge and competence a learner will be required to demonstrate during the course assessment. A learner must successfully achieve all assessment criteria to be awarded the qualification.

EMERGENCY FIRST AID IN THE WORKPLACE	
LEARNING OUTCOMES The learner will:	ASSESSMENT CRITERIA The learner can:
1. Understand the role and responsibilities of a first aider	**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
2. Be able to assess an incident	**2.1** Conduct a scene survey **2.2** Conduct a primary survey of a casualty **2.3** Summon appropriate assistance **when necessary**
3. Be able to provide first aid to an unresponsive casualty	**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**
4. Be able to provide first aid to a casualty who is choking	**4.1** Identify when choking is: • mild • severe **4.2** Demonstrate how to administer first aid to a casualty who is choking
5. Be able to provide first aid to a casualty with external bleeding	**5.1** Identify the severity of external bleeding **5.2** Demonstrate how to control external bleeding
6. Know how to provide first aid to a casualty who is in shock	**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
7. Know how to provide first aid to a casualty with minor injuries	**7.1** Identify how to administer first aid to a casualty with: • small cuts • grazes • bruises • small splinters **7.2** Identify how to administer first aid to a casualty with minor burns and scalds

Additional information

Role and responsibilities – may include reference to: preventing cross infection, the need for recording incidents and actions, safe use of available equipment, assessing an incident, summoning assistance, prioritising treatment, dealing with post incident stress.

Others may include a casualty receiving first aid, work colleagues, other people within the workplace environment.

Consent - learners should be aware of the need for consent on a continual basis when providing first aid. Implied consent can be assumed when treating an unresponsive casualty.

When necessary – learners should be able to evaluate a situation to determine when to summon further assistance and what type of assistance to request.

When to administer cardiopulmonary resuscitation – must include agonal gasps.

CPR must include 'correct placement of AED pads' and 'follows AED instructions'.

Recovery position – a position that maintains a stable open draining airway.

Administer first aid – provide appropriate help to a casualty, manage the situation and seek appropriate assistance when necessary.

Seizure – relates to a generalised seizure. *First aiders should be suspicious of cardiac arrest in any casualty presenting with seizure.*

Shock – hypovolaemic shock (resulting from blood loss).

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ASSESSMENT INFORMATION

The qualification is assessed through practical demonstration and oral questioning.

Scenarios will be set to enable a learner to demonstrate their knowledge and practical skills. During the practical assessment, the learner will be asked supporting questions by the Trainer/Assessor.

The practical assessment is ongoing throughout the course but the Trainer/Assessor will make learners aware of when they are being assessed.

Learners will be assessed on:

- Primary survey and the recovery position
- Cardiopulmonary resuscitation and the safe use of an Automated External Defibrillator
- Choking
- Major bleeding and shock
- Major seizures
- Minor injuries

The learner must satisfactorily complete each scenario to successfully pass the practical assessment. There is no grading of the assessment; learners pass or are referred.

Trainer/Assessors may also ask a learner additional questions if felt necessary to confirm their knowledge and understanding.