



# White Star Medical Services Ltd

## Level 3 Award in First Aid at Work Requalification (QCF)

### Course Introduction

This Regulated Qualification is ideal for anyone wishing to become a first aider. It covers a wider range of subjects than that covered by the Emergency First Aid at Work qualification. It provides learners with the skills and knowledge to deal with first aid situations in higher risk workplaces or workplaces with an increased number of employees. Produced in aid of the Health and Safety (First-Aid) Regulations 1981 and the Health and Safety (First-Aid) Regulations (NI) 1982 purposes, this First Aid in the Workplace qualification meets the statutory requirements of the Health and Safety (First Aid) Regulations 1981.

As this is a Regulated Qualification, an Employer who obtains training from an AoFAQ Approved Centre is not required to carry out any due diligence on the training provider in order to ensure the suitability of the training (HSE statement). First aid at work is a 3 day course, and is valid for 3 years.

White Star Medical offers a free candidate pack for this course which includes a hard case pocket mask, bandages, a triangular sling and a course booklet.

White Star Medical will also supply a course certificate the same day as proof of completion, in addition to the accredited certificate supplied by AoFAQ. Please allow up to one month for certificates to arrive from AoFAQ.

### Course Information

<b>Qualification Title</b>	Level 3 Award in First Aid at Work (QCF)
<b>Course Duration</b>	3 days (Initial Qualification) or 2 days for requalification
<b>Requalification</b>	Required every 3 years
<b>Refresher</b>	Recommended every 12 months
<b>Awarding Body (ID)</b>	AoFA Qualifications (81)
<b>Qualification Type</b>	Level 3 Award, QCF, Credit Value: 3
<b>Regulated Course</b>	Yes
<b>Regulator</b>	Ofqual
<b>Trainee ages</b>	16 yrs +
<b>Trainee Title</b>	FAW First Aider
<b>Minimum Classroom Hours</b>	18
<b>Maximum Course Duration</b>	10 weeks
<b>Max Number Of Trainees</b>	12
<b>Min Number Of Trainees</b>	4



# White Star Medical Services Ltd

Level 3 Award in First Aid at Work Requalification (QCF)

[pg2]

## Course outline

First aid at work consists of 2 Units:

Unit 1: Emergency First Aid at Work

Unit 2: Recognition and Management of Illness and Injury in the Workplace

Unit one covers the following topics:

### **1. Understand the role and responsibilities of a first aider.**

- 1.1 Identify the role and responsibilities of a first aider.
- 1.2 Describe how to minimise the risk of infection to self and others.
- 1.3 Identify the need for establishing consent to provide first aid.
- 1.4 Complete an accident form.
- 1.5 Identify the first aid equipment that should be available in a workplace.
- 1.6 Describe the safe use of first aid equipment.

### **2. Be able to assess an incident.**

- 2.1 Conduct a scene survey.
- 2.2 Conduct a primary survey of a casualty.
- 2.3 Give examples of when to call for help.

### **3. Be able to manage an unresponsive casualty who is breathing normally.**

- 3.1 Assess a casualty's level of consciousness.
- 3.2 Open a casualty's airway and check breathing.
- 3.3 Explain why it is important to place an unconscious casualty into the recovery position.
- 3.4 Place an unresponsive casualty in the recovery position.
- 3.5 Manage a casualty who is in seizure.

### **4. Be able to manage an unresponsive casualty who is not breathing normally.**

- 4.1 Recognise the need to commence Cardio Pulmonary Resuscitation.
- 4.2 Demonstrate Cardio Pulmonary Resuscitation using a manikin.

### **5. Be able to recognise and assist a casualty who is choking.**

- 5.1 Describe how to identify a casualty with:-
  - Partially blocked airway.
  - Completely blocked airway.
- 5.2 Administer first aid to a casualty who is choking.

### **6. Be able to manage a casualty with external bleeding.**

- 6.1 Identify the types of external bleeding.
- 6.2 Control external bleeding.

### **7. Be able to manage a casualty who is in shock.**

- 7.1 Recognise shock.
- 7.2 Administer first aid to a casualty who is in shock.



# White Star Medical Services Ltd

Level 3 Award in First Aid at Work Requalification (QCF)

[pg3]

## **8. Be able to manage a casualty with a minor injury.**

- 8.1 Administer first aid to a casualty with small cuts, grazes and bruises.
- 8.2 Administer first aid to a casualty with minor burns and scalds.
- 8.3 Administer first aid to a casualty with small splinters.

Unit two covers the following topics:

### **1. Be able to conduct a secondary survey.**

- 1.1 Identify the information to be collected when gathering a casualty history.
- 1.2 Conduct a head to toe survey.

### **2. Be able to administer first aid to a casualty with injuries to bones, muscles and joints.**

2.1 Recognise suspected:-

- Fractures.
- Dislocations.
- Sprains and strains.

2.2 Administer first aid for:-

- Fractures.
- Dislocations.
- Sprains and strains.

### **3. Be able to administer First Aid to a casualty with suspected head and spinal injuries.**

3.1 Recognise suspected:-

- Concussion.
- Skull fracture.
- Cerebral compression.
- Spinal injury.

3.2 Administer first aid for suspected:-

- Concussion.
- Skull fracture.
- Cerebral compression.
- Spinal injury.

### **4. Be able to administer First Aid to a casualty with suspected chest injuries.**

- 4.1 Recognise the different types of chest injury.
- 4.2 Administer first aid for a chest injury.

### **5. Be able to administer First Aid to a casualty with burns and scalds.**

- 5.1 Recognise the factors that affect the severity of burns and scalds.
- 5.2 Administer first aid for burns involving:-
  - Dry Heat.
  - Wet Heat.
  - Electricity.
  - Chemicals.



## White Star Medical Services Ltd

Level 3 Award in First Aid at Work Requalification (QCF)  
[pg4]

### **6. Be able to administer First Aid to a casualty with a eye injury.**

- 6.1 Give examples of common eye injuries.
- 6.2 Administer first aid for eye injuries involving:-
  - Dust.
  - Chemicals.
  - Embedded objects.

### **7. Be able to administer First Aid to a casualty with sudden poisoning.**

- 7.1 Identify the routes that poisons can take to enter the body.
- 7.2 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. Be able to administer First Aid to a casualty with anaphylaxis.**

- 8.1 Identify common triggers for anaphylaxis.
- 8.2 Recognise anaphylaxis.
- 8.3 Administer immediate first aid for a casualty suffering from anaphylaxis.

### **9. Be able to provide First Aid to a casualty with suspected major illness.**

- 9.1 Recognise major illnesses including:-
  - Heart attack.
  - Stroke.
  - Epilepsy.
  - Asthma.
  - Diabetes.
- 9.2 Administer first aid to a casualty suffering from major illnesses including:-
  - Heart attack.
  - Stroke.
  - Epilepsy.
  - Asthma.
  - Diabetes.

Assessment is carried out by two multiple choice exam papers and continual assessment through observation by the course assessor.

A percentage pass is required on both exam papers plus all Assessment by Observation must be passed before receiving the qualification.

## **Trainee Information**

This course will require a certain amount of physical activity and the Learner will need to demonstrate CPR techniques from the floor (kneeling) position in a group environment. The Learner should wear sensible (flat) shoes or trainers and suitable loose fitting clothing.