

Provide First Aid HLTAID011 Course Information Sheet

Course Information:

- **HLTAID011 Provide first aid** is by far the most popular first aid training which incorporates HLTAID009 Provide cardiopulmonary resuscitation and HLTAID010 Provide basic emergency life support.
- **HLTAID011 Full Length** is a course option without pre-course theory.
- **EXPRESS HLTAID011** Provide first aid course is for frequently trained who hold a current qualification in this course.
- There are no pre-requisites for this first aid course so it is perfect for people that have never completed first aid training before, and is the minimum required course for workplace first aiders.
- It is recommended that HLTAID011 Provide first aid is renewed every 3 years and the HLTAID009 Provide cardiopulmonary resuscitation component is renewed annually.
- The HLTAID009 Provide cardiopulmonary resuscitation component of the course also includes training in Automated External Defibrillation (AED) and replaces the 22101VIC defibrillation course.

Award Issued:

- Participants assessed as being competent in all assessments will receive a **Statement of Attainment** in HLTAID011 Provide first aid (Including units HLTAID009 Provide cardiopulmonary resuscitation and HLTAID010 Provide emergency life support).

Course Requirements:

- All clients completing this course must have moderate English. All clients will need to complete a few scenarios at the beginning of the class to ensure effective communication.
- It is a requirement that CPR be demonstrated for a minimum of 2 minutes on the floor using a manikin, if this is not achieved you will not be marked as competent.

Course Duration:

- 3-6 hours of Pre-course online eLearning home study prior to the class
- 6.5 hours full version (no theory), or
- 3 hours face-to-face training (plus online theory completed prior to class)
- 1hr face-to-face training version (plus online theory completed prior to class)

Training Delivery:

Online Pre- Course Theory – Prior to your class:

- You are required to complete 3 to 6 hours of pre-course theory.
- It is a requirement that this be completed prior to attending the class.
- The pre-course theory is made up of 10 modules with quiz questions all being multiple choice.
- Students who have not completed the pre-course theory will not be admitted into the class and fees will be forfeited.

Practical Assessment Component:

- In your practical component you will need to complete 1 theory test (multiple choice questions) and practical exercises, you will be assessed by your trainer and have to be marked as competent to pass for your qualification.
- Practical exercises are completed in groups or pairs and will involve placing participants in the recovery position, applying bandages and slings, use of the EpiPen, use of asthma puffer and practicing CPR on manikins on the floor. Where possible we try to pair the same gender however there may be times when you are required to be paired with the opposite gender.



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Performance Evidence

The candidate must show Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the workplace or community setting.

There must be evidence that the candidate has completed the following tasks in line with state/territory regulations, first aid codes of practice, first aid guidelines determined by the Australian Resuscitation Council (ARC) guidelines and and other Australian national peak clinical bodies and workplace or site procedures:

- Managed, in line with ARC guidelines, the unconscious, breathing casualty including appropriate positioning to reduce the risk of airway compromise
- Managed, in line with ARC guidelines, the unconscious, non-breathing adult, including:
 - performing at least 2 minutes of uninterrupted single rescuer cardiopulmonary resuscitation (CPR) (5 cycles of both compressions and ventilations) on an adult resuscitation manikin placed on the floor
 - following the prompts of an automated external defibrillator (AED) to deliver at least one shock
 - demonstrating a rotation of single rescuer operators with minimal interruptions to compressions
 - responding appropriately in the event of regurgitation or vomiting
- Managed, in line with ARC guidelines, the unconscious, non-breathing infant, including:
 - performing at least 2 minutes of uninterrupted single rescuer CPR (5 cycles both compressions and ventilations) on an infant resuscitation manikin placed on a firm surface.
- Managed casualties, with the following:
 - anaphylaxis
 - asthma
 - non-life-threatening bleeding
 - choking
 - envenomation, using pressure immobilisation
 - fractures, dislocations, sprains and strains, using appropriate immobilisation techniques
 - minor wound cleaning and dressing
 - nosebleed
 - shock
- Responded to at least one simulated first aid incident contextualised to the candidate's workplace or community setting, where the candidate has no knowledge of the casualty's condition prior to starting treatment, including:
 - identifying the casualty's illness or injury through history, signs and symptoms
 - using personal protective equipment (PPE)
 - providing appropriate first aid treatment
 - conveying incident details to emergency services or advising casualty on any required post incident action
 - providing an accurate verbal report of the incident
 - reviewing the incident.



Knowledge Evidence

The candidate must be able demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- Guidelines and procedures including:
 - ARC guidelines relevant to the provision of first aid
 - first aid guidelines from Australian national peak clinical bodies
 - potential incident hazards and risk minimisation processes when providing first aid
 - infection control procedures, including use of standard precautions and resuscitation barrier devices
 - requirements for currency of skill and knowledge
 - first aid codes of practice
 - appropriate workplace or site procedures relevant to the provision of first aid
- Legal, workplace and community considerations, including:
 - duty of care requirements
 - own skills and limitations
 - consent and how it relates to the conscious and unconscious casualty
 - privacy and confidentiality requirements
 - awareness of potential need for stress management techniques and available support for rescuers
- Considerations when providing CPR, including:
 - upper airway and effect of positional change
 - appropriate duration and cessation of CPR
 - appropriate use of an AED
 - safety and maintenance procedures for an AED
 - chain of survival
 - how to access emergency services
- Techniques for providing CPR to adults, children and infants including:
 - how to recognise that a casualty is unconscious and not breathing normally
 - rate, ratio and depth of compressions and ventilations
 - correct hand positioning for compressions
 - basic anatomy, physiology and the differences between adults, children and infants relating to CPR.
- Signs, symptoms and management of the following conditions or injuries:
 - allergic reaction
 - anaphylaxis
 - asthma
 - non-life-threatening and life-threatening bleeding
 - burns
 - cardiac conditions, including chest pain
 - choking
 - diabetes
 - drowning
 - envenomation - all current treatments



- eye injuries
- fractures, dislocations, strains and sprains
- head, neck and spinal injuries
- hypothermia
- hyperthermia
- minor wounds
- nose-bleed
- poisoning
- seizures
- shock
- sharps injuries
- stroke.

Assessment Conditions

Skills must be demonstrated working individually in an environment that provides realistic in-depth, industry-validated scenarios and simulations to assess candidates' skills and knowledge.

Assessment resources must include:

- adult and infant resuscitation manikins in line with ARC Guidelines for the purpose of assessment of CPR procedures
- AED training device
- workplace injury, trauma and/or illness record, or other appropriate workplace incident report form

Simulated assessment environments must simulate the real-life working environment where these skills and knowledge would be performed, with all the relevant equipment and resources of that working environment.

Assessor Requirements

Assessors must satisfy the Standards for Registered Training Organisations (RTOs) 2015/AQTF mandatory competency requirements for assessors.

In addition, hold current first aid certificate HLTAID009 or higher.