



**CPR First Aid**

📍 Suite 18, 47-51 Little Boundary Rd  
Laverton North VIC 3026

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## HLTAID014 Provide Advanced First Aid Course Information Sheet

### Course Information:

- HLTAID014 Provide advanced first aid incorporates HLTAID009 Provide cardiopulmonary resuscitation, HLTAID010 Provide basic emergency life support and HLTAID011 Provide first aid
- This course is designed for workers who may be required to provide, coordinate and manage a first aid response across a range of complex situations
- There are no pre-requisites for this first aid course
- It is recommended that HLTAID0014 Advanced first aid is renewed every 3 years, with the CPR component being renewed annually.
- The HLTAID009 Provide cardiopulmonary resuscitation component of this course 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 HLTAID014 Provide advanced first aid

### 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 2minutes on the floor using a manikin, if this is not achieved you will not be marked as competent.

### Course Duration:

- 3-8 Hours of Pre-course online homestudy
- 7 hour assessment in the classroom

### 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 24hrs prior to attending the class
- The pre-course theory is made up of 14 modules with quiz questions all being multiple choice
- Once you have enrolled online you will be emailed a confirmation directly from our learning management system this will enable you to start your pre- course theory
- Students who cannot show proof to the trainer that they have completed the pre-course theory will not be admitted into the class

#### **Practical Class Assessments:**

- The class consists of practical assessments and written assessments (all multiple choice questions). Your trainer will assess you throughout the day and once deemed competent you are eligible to receive your qualification.
- Practical exercises are completed in groups or pairs and involve placing participants in the recovery position, applying bandages and slings, use of the EpiPen and Asthma puffer, assessing vital signs, bag-valve-mask ventilation, practicing CPR on manikins on the floor (participants must be able to kneel on the floor for short periods). 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) 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 cardiopulmonary resuscitation (CPR) (5 cycles of both compressions and ventilations) on a child resuscitation manikin placed on the floor
- 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
  - life threatening bleeding requiring use of tourniquets and haemostatic dressings
- Responded to at least one simulated first aid incident contextualised to the candidate's workplace or site, 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) as required

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- providing appropriate first aid treatment
- conveying incident details to emergency services or advising casualty on any required post incident action
- providing an accurate verbal and written report of the incident
- reviewing the incident.
- coordinated a team of people to respond to a multiple casualty incident, including:
  - conducting a basic triage
  - demonstrating effective use of resources
  - demonstrating effective planning techniques
  - moving casualties using suitable extraction method and device and safe manual handling techniques.

## 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 contents of first aid kits
- Legal, workplace and community considerations, including:
  - first aid requirements for services under the Education and Care Services National Law
  - State or Territory regulations covering first aid in an Education and Care setting
  - duty of care requirements
  - own skills and limitations
  - consent, including situations in which parental or caregiver consent is required
  - privacy and confidentiality requirements
  - awareness of potential need for stress management techniques and available support for rescuers and children
  - in relation to the administration of medication
  - legal requirements
  - the five rights
  - the responsibilities of the first aider
- Considerations when providing CPR, including:
  - upper airway and effect of positional change
  - appropriate duration and cessation of CPR
  - appropriate use of an AED, including specific considerations when using an AED on children
  - 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



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- basic anatomy, physiology and the differences between adults, children and infants relating to CPR.
- Considerations when providing first aid, including:
  - assessment, interpretation and documentation of vital signs, including normal clinical values for respirations, temperature, pulse and level of consciousness
  - how to conduct a secondary assessment of a casualty
  - basic triage processes
  - procedures for dealing with casualties who are aged or infirm
  - procedures for first aid management when dealing with major and minor accidents in the workplace or site
  - procedures when providing first aid to children
  - use of ancillary first aid equipment
  - co-ordination of resources
  - contents of first aid kits
- Signs, symptoms and management of the following in children:
  - abdominal injuries
  - allergic reaction
  - anaphylaxis
  - asthma
  - non-life-threatening bleeding
  - life-threatening bleeding including use of tourniquets and haemostatic dressings
  - burns
  - cardiac conditions, including chest pain
  - childbirth
  - choking
  - crush injuries
  - diabetes
  - drowning
  - ear injuries and bleeding from the ear
  - 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
  - substance misuse, including prescription and illicit drugs and alcohol
  - psychological impacts of first aid incidents on rescuers and how to seek help.

## 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.

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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 HLTAID0010 or higher.