



HLTAID012 Provide First Aid in an Education and Care Setting

Course Information:

- **HLTAID012 Provide First Aid response in an education and care setting** incorporates HLTAID011 Provide first aid, HLTAID010 Provide basic emergency first aid and HLTAID009 Provide cardiopulmonary resuscitation
- **EXPRESS HLTAID012** Provide an emergency first aid response in an education and care setting course is for frequently trained who hold a current qualification in this course. Current qualifications must be presented to be admitted to this course.
- This course is generally for childcare workers, educators and supports staff working within an education and care setting
- This course includes responding to a first aid emergency including asthmatic and anaphylactic emergencies
- There are no prerequisites for this first aid course
- This course has been approved by ACECQA for the purposes of the Education and Care Services National Law as satisfying first aid, asthma and anaphylaxis management training requirements for childcare workers (note: individual employers may have different qualification requirements, so please check before booking a course).
- The Australian Resuscitation Council (ARC) and the Code of Practice for First Aid recommends that this course be renewed every 3 years and the 9 HLTAID009 unit be renewed at least annually

Award Issued:

- Participants assessed as being competent in all assessments will receive a **Statement of Attainment** in HLTAID012 Provide first aid in an education and care setting (Including units HLTAID009 Provide cardiopulmonary resuscitation, HLTAID010 Provide Emergency Life Support and HLTAID011 Provide 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 4 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
- 3.5 hours face-to-face training plus online theory completed prior to class
- 1hr and 30 mins face-to-face training (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.

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 job role.

There must be evidence that the candidate has completed the following tasks in line with state/territory regulations, first aid codes of practice, Australian Resuscitation Council (ARC) guidelines and workplace 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
- 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
 - 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.



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:
 - relevant ARC guidelines to managing the unconscious breathing and non-breathing casualty and provision of CPR
 - 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
- 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
 - basic anatomy, physiology and the differences between adults, children and infants relating to CPR.
- Signs, symptoms and management of the following in children:
 - allergic reaction
 - anaphylaxis
 - asthma
 - non-life-threatening and life-threatening bleeding
 - breathing difficulties
 - burns
 - choking
 - diabetes
 - dehydration



- drowning
- envenomation - all current treatments
- eye injuries
- febrile convulsions
- fever
- fractures, dislocations, sprains and strains
- head, neck and spinal injuries
- hypothermia
- hyperthermia
- minor wounds
- pain
- shock
- nose-bleed
- poisoning
- seizures
- vomiting and diarrhea
- Identification and management of a sick infant or child including:
 - general signs and symptoms of acute illness in children and infants
 - referral and advice services including recognition of signs or symptoms requiring immediate ambulance response
 - emergency action plans for known medical conditions including Asthma and Anaphylaxis
 - age appropriate communication and distraction techniques
 - first aider response to basic physiological differences in children.

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.