

COURSE CONTENT OVERVIEW

# Workplace First Aid

The three aims of administering first aid are to preserve life, prevent conditions from deteriorating and promote recovery. Providing first aid assistance can save someone's life. For this reason, it's essential to be able to appropriately respond to a casualty who has experienced an injury or is suffering from an illness in the workplace.

The Workplace First Aid course will give you confidence in your ability to respond to both minor and life-threatening injuries and illnesses. It will also outline the steps you should take if you find yourself needing to act in an emergency situation.

#### **Module One: Introduction to First Aid**

This module introduces the importance of first aid training and outlines your responsibilities under relevant regulations. It also emphasises the importance of taking the correct steps to minimise and prevent the spread of infection by using methods such as effective handwashing and PPE.

- Key annual statistics
- What is first aid?
- Your responsibilities under key legislation
- What should be in a first aid kit?
- Infection prevention and control

#### **Module Two: The Primary Survey, Secondary Survey and the Recovery Position**

This module looks at the first stage in any first aid assessment, the primary survey. Each of the five steps are explained alongside a series of videos that demonstrate how to apply these first aid skills to real-life situations. After completing this, the secondary survey needs to be carried out to learn more about what has happened and how first aid assistance can be provided.

- The primary survey (DRABC)
- Step 1 - danger
- Step 2 - response
- Step 3 - airway
- Step 4 - breathing
- Step 5 - circulation
- Primary survey example scenario
- The secondary survey
- Full body examination

#### **Module Three: Responding to Cardiac Arrest**

This module teaches you the signs of cardiac arrest and how to respond, explaining how and when to administer cardiopulmonary resuscitation (CPR) and when to use a defibrillator.

- Cardiac arrest
- Administering CPR to adults, children and infants
- Further considerations for CPR
- Automated External Defibrillators (AEDs)

#### **Module Four: Responding to Emergency Situations**

This module provides an overview of how to respond to potentially life-threatening situations.. It includes a variety of situations that you may encounter and details the most appropriate first aid response for each.

- Heart attacks
- Respiratory arrest
- Stroke
- Choking
- Poisoning
- Drowning
- Shock
- Electrical and chemical burns
- Spinal injuries

#### **Module Five: Treating Injuries**

This module explains how to recognise and respond appropriately to a variety of injuries, both minor and severe, that you may encounter in the workplace.

- Wounds and bleeding
- Burns and scalds
- Head injuries
- Fractures
- Sprains and strains
- Dislocations
- Eye injuries
- Nosebleeds

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## **Module Six: Responding to Health Emergencies**

This module provides information on how to identify signs and symptoms of common illnesses, many of which can become life-threatening if left untreated. It explains how to respond to and treat medical conditions, as well as the appropriate actions to take if a casualty's health starts to deteriorate.

- Allergic reactions and anaphylaxis
- Diabetes
- Epilepsy and seizures
- Asthma
- Angina
- Hyperventilation

## Aims of the course

By the end of this course, you will be able to:

- Identify your responsibilities in line with the appropriate first aid regulations.
- Recognise effective infection prevention and control methods when performing first aid.
- Describe how to carry out primary and secondary surveys.
- Determine the required response for a variety of injuries, illnesses and medical conditions and in emergency situations.