COURSE CONTENT OVERVIEW

Workplace First Aid



High Speed Training™

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Providing first aid assistance can save someone's life. For this reason, it's essential to be able to respond appropriately to a casualty who has experienced an injury or is suffering from an illness in the workplace.

This Workplace First Aid course will give you confidence in your ability to respond to both minor and life-threatening injuries and illnesses. This course is best suited to low hazard workplaces, such as offices, shops and restaurants where a qualified first aider is not required according to the first aid needs assessment. It's considered best practice for all employees to be provided with first aid knowledge, particularly those who are in charge of first aid arrangements, such as Appointed Persons, and this course satisfies that requirement.

Module 1: Your Role in Workplace First Aid

This module introduces your role in responding to workplace first aid incidents. It covers your protections under the SARAH Act, how to navigate consent, infection control practices, and basic reporting and record keeping under RIDDOR.

- Spotting the signs
- How do I help?
- Case study
- Gaining consent
- Implicit consent
- Infection prevention and control
- What should your employer provide?
- What should be in a first aid kit?
- RIDDOR
- Record keeping

Module 2: The Unconscious Casualty

This module outlines how to use the DR ABCDE primary survey checklist to evaluate a casualty, and what to do if you find they're unresponsive. You'll learn to recognise abnormal breathing, contact emergency services effectively, administer CPR and use a defibrillator.

- The primary survey
- What is DR ABCDE?
- What this means
- What is normal breathing?
- What should you do next?
- Calling emergency services
- Administering CPR
- Administering CPR to adults
- Administering CPR to children
- Administering CPR to infants
- When to stop
- Automated External Defibrillators (AEDs)
- How can you find your nearest AED?
- How to use a defibrillator (AED)
- The recovery position

Module 3: The 'At Risk' Casualty

This module explains how to recognise and treat immediate threats to life. You will learn how to support and maintain individuals experiencing catastrophic bleeding, anaphylaxis, heart attacks, severe choking, shock and seizures before professional medical help arrives.

- Immediate threats to life
- Fire and smoke
- Electric shocks and burns
- Catastrophic bleeding
- Anaphylaxis
- What is shock?
- Choking
- Severe choking
- What to do if they're pregnant
- What if it's an infant?
- Heart attacks
- Giving aspirin
- Seizures
- What to do during a seizure
- When to call for help

Module 4: The Struggling Casualty

This module shows you how to recognise the signs of and provide initial treatment for a range of medical conditions, including asthma, diabetes, strokes, poisoning, suspected spinal trauma and shock, to maintain the casualty until medical professionals arrive.

- Asthma
- How to help someone during an asthma attack
- Diabetes
- Recognising diabetes
- How to treat a hypo
- What if you're unsure?
- Severe head injuries
- Recognising a stroke
- Poisoning
- Treating poisoning
- Spinal injuries
- Treating spinal injuries
- Recognising shock
- Treating shock

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Module 5: The Stable Casualty

This module explains how to perform a secondary survey once your casualty is stable. You will learn how to use the SAMPLE framework and perform head-to-toe checks to look for hidden injuries and medical alert items and gather essential medical history.

- When to perform the secondary survey
- SAMPLE
- Signs and symptoms
- Remembering what to ask
- Why is SAMPLE important?
- The unconscious casualty
- Head-to-toe check
- When to stop the secondary survey

Module 6: The Minor Casualty

This module covers everyday, non-emergency workplace incidents. You will learn how to treat minor wounds and burns, minor bleeding, various eye injuries and bone and joint trauma, as well as how to hand over to paramedics when they arrive.

- What is a minor casualty?
- Treating a burn
- SCALD
- Wounds and bleeding
- Applying a bandage
- When to stop and call 999
- Nosebleeds
- Minor head injuries
- Fractures
- Dislocations
- Sprains and strains
- The RICE method
- Remembering the difference
- Applying a sling
- Eye injuries
- Handing over to paramedics
- Transferring your skills

Aims of the course

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

- Implement 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.

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