

Emergency First Aid at Work

Course Code: **EFAW**
Course Duration: **1 Day**
Target Audience: **Individuals working in a low-risk environment**

Health & Safety Executive

The Health and Safety (First-Aid) Regulations 1981 require employers to provide adequate and appropriate equipment, facilities and personnel to enable first aid to be given to employees if they are injured or become ill at work. These Regulations apply to all workplaces including those with five or fewer employees and to the self-employed.

What is adequate will depend on the circumstances in the workplace. This includes whether trained first-aiders are needed, what should be included in a first aid box and if a first aid room is needed. Employers should carry out an assessment of first aid needs to determine this.

This course is designed for situations where a 'First Aider' is not required, but an appointed person with basic training is required under company policy. This short course ensures a basic understanding of scene management and CPR skills.

Outline programme

The EFAW training and assessment will cover the following topics:

- Roles and responsibilities of a first aider
- Assessment and management of first aid incidents
- Management of an unconscious casualty
- Management of a casualty who is not breathing normally/ who is choking
- Management of a casualty who has a bleeding injury
- Management of a casualty who is in shock

On successful completion of the course, students will be able to:

- understand the role of the first-aider including reference to:
 - the importance of preventing cross infection;
 - the need for recording incidents and actions;
 - use of available equipment;
- assess the situation and circumstances in order to act safely, promptly and effectively in an emergency;
- administer first aid to a casualty who is unconscious (including seizure);
- administer cardiopulmonary resuscitation;
- administer first-aid to a casualty who is choking;
- administer first-aid to a casualty who is wounded and bleeding;
- administer first-aid to a casualty who is suffering from shock;
- provide appropriate first aid for minor injuries (including small cuts, grazes and bruises, minor burns and scalds, small splinters).

Course materials

Each student will receive:

- Full joining Instructions
- Emergency First Aid at Work training manual
- Access to the student forum where you can review pre-course material, complete quizzes and finally download your certificate for safe keeping.
- Updates on changes issued by the Resuscitation Council UK
- Annual reminder for training



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Practical Scenarios

To ensure you have the opportunity to practise your new skills, we endeavour (when available) to provide casualty simulation exercises. These situations provide realism to your learning and assist in confidence to act in various situations.

Assessment

You will be assessed on your knowledge by completion of a 20 question multiple-choice paper at the end of the course. Don't worry as sample questions will be given throughout the day!.

Certification

You will receive a certificate valid for 3 years on successful completion of the course. Please remember to keep it in a safe place; you may need to produce it at an interview as proof of achievement.

Progression

After the course you should be applying your knowledge, your trainer will provide feedback to your workplace if applicable. Please remember to adopt the principles gained and ensure you remain current with any changes in guidelines as advised.

The HSE strongly recommends that all first aiders undertake an annual refresher course and candidates must re-qualify every three years.

