

| FIRST AID TRAINING |                        |  |        |  |  |
|--------------------|------------------------|--|--------|--|------------------------------------------------------------------------------------|
| File Ref           | TRAINING SPECIFICATION |  |        |  |                                                                                    |
| Creation Date      | 14/11/2019             |  |        |  |                                                                                    |
| Doc No. & Version  | 2019 VERSION           |  | M Poee |  |                                                                                    |

## SPECIFICATION FOR FIRST AID TRAINING:

### Basic Emergency First Aid Responder and Intermediate Emergency First Aid Responder

#### MANDATORY REQUIREMENTS

**QCTO for Skills Programme SP-230801 Basic Emergency First Aid Responder**

**And**

**SP-230802 - Intermediate Emergency First Aid Responder (QCTO)**

### Basic Emergency First Aid Responder SPECIFICATION

**QCTO for Skills Programme SP-230801 Basic Emergency First Aid Responder;**

#### 1. Course Details

The purpose of the Training is to build the capacity of an employee to function as a Basic First aid Provider. Basic first aiders respond to emergency situations to provide efficient and immediate basic medical care to ill and injured people during emergencies. Incumbents are expected to continually remain updated on approved new practices and techniques.

The course should include the following;

##### Task 1

Conduct basic primary and secondary assessments of the affected persons and identify and treat life threatening conditions requiring immediate first aid care

##### Task 2

Recognise additional injuries or illnesses and apply appropriate basic first aid care to mitigate pain and facilitate healing.

#### 2. Learning Outcome

Knowledge Module (KM) – 01: Fundamental Concepts and Principles of Basic Emergency First Aid, NQF Level 2, Credit

This module aims to provide learners with the necessary foundational knowledge and understanding to effectively respond to emergency situations and deliver immediate life-saving care. By exploring the fundamental principles of first aid, learners will gain insights into assessing and managing common injuries and medical emergencies, prioritising patient safety, applying appropriate techniques for resuscitation and wound care, and effectively communicating with emergency medical services.

##### Topics to be covered listed below

- Fundamental Principles and Objectives of Basic Emergency First Aid.
- Applied Basic Emergency First Aid
- Basic Fundamentals of Human Anatomy and Physiology.
- Principles of recognizing injuries and illnesses and providing appropriate basic emergency first aid treatment

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### 3. Physical Requirements for the provider

- **First aid kits:** A fully stocked first aid kit is essential for any first aid training. In South Africa, Regulation 7 of the Occupational Health, and Safety Act (Act 85 of 1993) outlines the requirements for a first aid kit in the workplace. The specific contents of a Regulation 7 first aid kit may vary based on the industry, nature of work, and number of employees.
- **Training manikins of different sizes:** Manikins are essential for practicing basic life support skills such as CPR and choking rescue. They come in various sizes to mimic the different ages of patients.
- **AED trainer:** An automated external defibrillator (AED) trainer is an essential tool for training on how to use an AED. The trainer simulates the functions of a real AED and provides feedback on the user's performance.
- **Training videos:** Visual aids such as training videos can be helpful in illustrating the basic first aid concepts and techniques.
- **Teaching aids:** Other teaching aids such as posters, handouts, and pamphlets can help the learners to understand and remember the first aid techniques.
- **Audio-visual equipment:** Projectors, screens, and sound systems can be used to present training materials and facilitate discussions

### 4. Consumables to be supplied by provider

- **Bandages:** An assortment of bandages should be available to train learners on how to apply and remove them correctly.
- **Sterile gauze pads:** These are used to cover wounds and control bleeding.
- **Adhesive tape:** This is used to secure dressings and bandages in place.
- **Antiseptic wipes:** These are used to clean wounds and prevent infection.
- **Disposable gloves:** Learners must be taught to wear gloves when providing first aid to prevent the spread of infection.
- **CPR face shields:** These are one-way valve face shields used during CPR training to prevent the spread of bodily fluids.
- **Alcohol swabs:** These are used to clean equipment and surfaces before and after use.
- **Splints:** Splints should be available for learners to practice stabilizing broken or fractured limbs.
- **Triangular bandages:** These are versatile bandages used to support arms, shoulders, and head.
- **Instant cold packs:** These are used to reduce swelling and ease pain caused by injuries

### 5. REQUIREMENTS: SKILLS DEVELOPMENT PROVIDER

#### Mandatory Requirement:

**The provider must be Accredited with QCTO for Skills Programme SP-230801 Basic Emergency First Aid Responder;**

### 6. Additional requirements Supplier requirements

- The supplier to supply own resources (Projector, Pens, white board markers, flip charts (if relevant).
- Supplier to manage the attendance register and furnish the end user with the attendance registers for the training.
- Supplier is responsible for all administration related issues throughout the course duration.
- Supplier to issue hardcopy Certificate of competency

### FIRST AID LEVEL INTERMEDIATE EMERGENCY FIRST AID RESPONDER SPECIFICATION

#### SP-230802 - Intermediate Emergency First Aid Responder (QCTO)

The purpose of the Training is to build the capacity of a person to act as an Intermediate Emergency First Aid Responder. These responders provide intermediate first aid treatment and life support in the event of an emergency at a

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workplace. They stabilise the affected person's condition and prevent further harm until advanced medical treatment can be provided. They may also be responsible for the initial management of the incident scene, coordinating with other responders and emergency services, and providing support to the affected persons.

A qualified learner should be able to:

- Conduct incident scene safety and patient assessment and management within scope
- Provide intermediate life support (CPR and AED use) and secondary assessments of the affected persons for life-threatening conditions.
- Apply wound care within scope.

### **Course Details (SP-230802 - Intermediate Emergency First Aid Responder) QCTO**

#### **ELO (01) Apply principles of intermediate emergency first aid on an accident scene.**

Incident scene risk assessment is conducted, and actions that are initiated to ensure the safety of self, affected persons and bystanders.

Primary assessment of the affected persons is conducted, and life-threatening conditions are identified.

Intermediate emergency first aid techniques are applied to immediately stabilise injured and ill casualties by opening airways, facilitating breathing, stopping bleeding, and managing shock.

Intermediate emergency first aid care is provided to manage:

- cardiac arrest or heart attack and preserve life and prevent further harm until the next level of medical help arrives.
- stroke and preserve life and prevent further harm until the next level of medical help arrives.
- Anaphylaxis and preserve life and prevent further harm until the next level of medical help arrives
- Diabetic emergencies and preserve life and prevent further harm until the next level of medical help arrives.

Intermediate emergency first aid care is provided to deal:

- with seizures and preserve life and prevent further harm until the next level of medical help arrives.
- with water emergencies and preserve life in cases of near drowning

#### **ELO (02) Apply secondary and ongoing patient assessments and deal with conditions requiring further first aid care.**

Visual and physical assessments of injured and ill persons are conducted in an ethical and systematic manner following prescribed protocols and procedures.

Injuries and signs of common illnesses are identified, recorded and decisions are made regarding the appropriate immediate treatment of the identified condition

Suspected life-threatening conditions are immediately reported to the next level of medical care and instructions for further action are recorded and executed.

Ongoing appropriate communication with the affected person is maintained and additional information is recorded.

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## ELO (03) Use a variety of common instruments and processes to apply intermediate first aid within the scope of practice.

Intermediate emergency first aid care is provided to

- maintain and protect persons suffering from head and spinal injuries.
- manage chest injuries.

Intermediate emergency first aid care is provided to manage

- abdominal injuries.
- pelvic injuries.
- extremity trauma by treating and immobilising fractures.
- burns

Preserve life and prevent further harm until the next level of medical help arrives.

Intermediate emergency first aid care is taken to

- Thermal stress: Range: Hyper and hypo thermia
- to deal with inhaled, injected, ingested, and absorbed poisoning.
- to treat animal and insect bites and stings.
- to limit the risks of exposure when encountering a communicable disease and the condition is immediately reported.
- Execute proper and legal handover of affected persons after providing first aid treatment and ensure appropriate post-incident cleanup where required

**NB: The provider must be accredited with QCTO (Refer to the above-mentioned topics)**

### Physical Requirements for the provider

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**REQUIREMENTS FOR SKILLS DEVELOPMENT PROVIDER****Mandatory Requirement:**

**The provider must be Accredited with QCTO for SP-230802 - Intermediate Emergency First Aid Responder**

**Supplier Requirements:**

- The supplier to supply own resources (Projector, Pens, white board markers, flip charts (if relevant).
- Supplier to manage the attendance register and furnish the end user with the attendance registers for the training.
- Supplier is responsible for all administration related issues throughout the course duration.
- Supplier to issue hardcopy Certificate of competency and PRASA to provide venue