

## HLTAID012 Provide First Aid Response in an Education and Care Setting Course Description and Assessment Requirements

### About This Course

This unit describes the skills and knowledge required to provide a first aid response to infants, children and adults in line with first aid guidelines determined by the Australian Resuscitation Council (ARC) and other Australian national peak clinical bodies.

This unit applies to a range of workers within an education and care setting who are required to respond to a first aid emergency, including asthma and anaphylactic emergencies. This includes early childhood workers and educators who work with school age children in outside school hours care and vacation programs.

*This unit of competency may contribute towards approved first aid, asthma and anaphylaxis training under the Education and Care Services National Law, and the Education and Care Services National Regulations (2011).*

*Specific licensing/regulatory requirements relating to this competency, including requirements for refresher training should be obtained from the relevant national/state/territory Work Health and Safety Regulatory Authorities*

### Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements define the essential outcomes.</i>	<i>Performance criteria specify the level of performance needed to demonstrate achievement of the element.</i>
1. Respond to an emergency situation	1.1. Recognise and assess an emergency situation. 1.2. Ensure safety for self, bystanders and casualty. 1.3. Assess the casualty and recognise the need for first aid response. 1.4. Seek assistance from emergency services.
2. Apply appropriate emergency first aid procedures	2.1. Perform cardiopulmonary resuscitation (CPR) in accordance with the ARC guidelines. 2.2. Provide first aid in accordance with established first aid principles. 2.3. Ensure casualty feels safe, secure and supported. 2.4. Obtain consent from casualty where possible. 2.5. Use available resources and equipment to make the casualty as comfortable as possible. 2.6. Operate first aid equipment according to manufacturers' instructions.

	2.7. Monitor the casualty's condition and respond in accordance with first aid principles
3. Communicate details of the incident	<p>3.1. Accurately convey incident details to emergency services.</p> <p>3.2. Report details of incident in line with appropriate workplace or site procedures.</p> <p>3.3. Complete applicable workplace or site documentation, including incident report form.</p> <p>3.4. Report details of incidents involving infants and children to parents or caregivers.</p> <p>3.5. Follow appropriate workplace or site procedures to report serious incidents to the regulatory authority.</p> <p>3.6. Maintain privacy and confidentiality of records and information in line with statutory or organisational policies</p>
4. Evaluate the incident and own performance	<p>4.1. Recognise the possible psychological impacts on self and other rescuers and seek help when required.</p> <p>4.2. Contribute to a review of the first aid response as required.</p>

## Assessment requirements

### Performance Evidence

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, first aid guidelines determined by the Australian Resuscitation Council (ARC) and other Australian national peak clinical bodies and workplace or site 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 child, 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

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- guidelines and procedures including:
  - ARC guidelines relevant to the provision of first aid to infants, children and adults
  - first aid guidelines from Australian national peak clinical bodies
  - 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 diarrhoea
- 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.