



Program

Manage first aid services and resources HLTAID008

Cost

Call 1800 633 638 for training costs

Duration

1 Day (8 Hours)

Max Course Size

12

Supervision Ratio

1:12

Unit Competence

HLTAID008

Manage first aid services and resources

Upon successful completion of this course you will receive a Nationally Recognised Statement of Attainment for the units of competency listed above

A refresher course is required every 3 years

USI (Unique Student Identifier)

You must have a valid USI to undertake this training. You can apply online at www.usi.gov.au or contact our office for assistance

Dress Code

Neat, casual
No thongs or singlets

Facilities

TCA Partners has free onsite parking. Morning and afternoon tea is provided

Description

This program is designed to provide individuals with the knowledge and skills required to establish, maintain and manage a workplace first aid facility. The program also covers relevant legislation covering the management of first aid records and the provision of first aid in the workplace. This unit builds on HLTAID006 Provide advanced first aid to include additional skills that may be used in a workplace setting.

Course Content

Theory

- First aid risk assessment in line with OH&S legislation
- Designing and setup of a first aid room and facilities
- Determine first aid personnel requirements
- Role of first aiders
- Manage a first aid room
- Manage first aid documentation
- Manual handling and workplace safety
- Triage

- Major incident scenario's
- Debriefs of major incidents
- Emergency action plans
- Management of medical equipment and medications

Practical

- Conduct a first aid risk assessment
- Plan a first aid room resources and equipment
- Plan and evaluate a response to an incident
- Manage a workplace incident

Prerequisites

There are no specific prerequisites for this course. Learners must be over 18 years of age.

Assessment

The theory assessment consists of multiple choice and short answer questions.

The practical assessment will require Learners to be able to demonstrate the ability to conduct a risk assessment in line with WHS guidelines and relevant legislation, design a first aid room and list requirements, plan and evaluate a response to a work place incident and manage a first aid workplace incident.

Language, Literacy and Numeracy

There are specific language, literacy and numeracy requirements for some of content of this course, to be deemed competent you must be able to:

- Read and correctly interpret required documentation relevant to the assessment and management of injuries.
- Speak clearly and unambiguously in English
- Explain, describe and verify sometimes complex needs and issues

Writing is required to the level of completing workplace forms and producing the required reports.