### Training Package

**Title:** PROVIDE FIRST AID

**Unit Code:** THHGHSO3A

This unit describes the skills and knowledge required to identify and respond appropriately to emergency situations.

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| This unit will generally be assessed off the job. | Evidence to demonstrate consistent achievement of this unit’s outcomes includes:  
- correctly applying a range of first aid techniques for all situations described in the range of variables | This unit of competency may be assessed concurrently with the following units of competency:  
Follow health, safety and security procedures | | |

**Key Terms and Concepts:**
- first aid
- emergency situation
- accident assessment
- appropriate treatment
- patient monitoring
- incident report
- statutory requirements
- "000"
- casualty
- paramedical and medical assistance
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| 1. Assess and respond to emergency first aid situations | • Emergency situations are quickly and correctly recognised  
• The situation is assessed and a decision promptly made regarding action  
• Assistance from emergency services/colleagues/customers is organised where appropriate | First aid treatment is that defined in Common Law as emergency assistance provided to a second party in the absence of medical or paramedical care. The following variables may apply:  
Factors which affect the provision of first aid are:  
• legal issues that affect the provision of first aid in different industry sectors  
• the type of site where the injury occurs  
• the nature of the industry and its cause  
• availability of first aid equipment, medications and kits or other suitable alternative aids | **UNDERPINNING KNOWLEDGE AND SKILLS**  
To demonstrate competence, attendance at and successful completion of an accredited first aid course is required. | **Learning experiences for the HSC must address:**  
- Understanding of what constitutes an emergency situation  
- Understanding of how to seek assistance from emergency services  
- Understanding of legal issues applying to the provision of first aid in a range of industry settings  
- Understanding of how to access information about the location of first aid equipment in an industry environment  
- Understanding of the role of paramedical and medical staff in emergency situations |
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| 2. Provide appropriate treatment | - Patient’s physical condition is assessed from visible vital signs  
- First aid is provided to stabilise the patient’s physical and mental condition in accordance with organisational policy on provision of first aid and recognised first aid procedures | - proximity and availability of trained paramedical and medical assistance  
- the patient’s cardio-vascular condition as indicated by body temperature, pulse rate and breathing rates  
- chemical contamination  

Injuries may include:  
- cardio-vascular failure  
- wounds and infections  
- bone and joint injuries  
- eye injuries  
- burns  
- external bleeding  
- unconsciousness effects of heat or cold temperatures  
- pre-existing illness  
- bites | Learning experiences for the HSC must address:  
- Identification and notification processes to activate emergency medical services  
- Understanding of the process related to implementation of Casualty Assessment – Danger Response Airways Breathing Circulation (DRABC) |
| 3. Monitor the situation | - Back-up services appropriate to the situation are identified and notified  
- Information on the victim’s condition is accurately and clearly conveyed to emergency services personnel | | Learning experiences for the HSC must address:  
- Understanding of the importance of retaining accurate information of victims condition |
| 4. Prepare an incident report | - Emergency situations are documented according to organisational procedures and/or statutory requirements  
- Reports provided are clear, accurate and timely | | Learning experiences for the HSC must address:  
- Ability to identify all elements of an Incident Report |
### KEY COMPETENCY LEVELS

NB: These levels do not relate to the Australian Qualifications Framework. They relate to the seven areas of generic competency that underpin effective workplace practices.

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<th>Communicate ideas and information</th>
<th>Plan and organise activities</th>
<th>Work with others and in teams</th>
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Three levels of performance denote level of competency required to perform task


- **Collecting, analysing and organising information** – to develop understanding of organisation’s requirements
- **Communicating ideas and information** – to individuals and members of the work team
- **Planning and organising activities** – to develop work schedules
- **Working with teams and others** – to implement work plans
- **Using mathematical ideas and techniques** – to solve routine problems
- **Solving problems** – to improve personal work performance
- **Using technology** – to aid access to organisational information

Please refer to the Assessment Guidelines for advice on how to use the Key Competencies