

APPLY ADVANCED FIRST AID

:: course summary sheet **FA02** ::



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ALL BUSINESSES IN AUSTRALIA HAVE TO PROVIDE A SAFE WORKPLACE FOR ALL EMPLOYEES, VISITORS & CONTRACTORS. THIS COURSE BUILDS ON THE SKILLS AND KNOWLEDGE FROM APPLY FIRST AID HLTF301B. IT IS IDEAL FOR FIRST AIDERS REQUIRING A HIGHER LEVEL OF PREPAREDNESS IN ORDER TO ADEQUATELY HANDLE A WORKPLACE EMERGENCY UNTIL ARRIVAL OF THE AMBULANCE. IT ALSO PREPARES THE FIRST AIDER TO SKILFULLY USE OXYGEN EQUIPMENT.

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NTIS Code:	HLTFA402B
Certificate issued:	Statement of attainment – APPLY ADVANCED FIRST AID
Certificate valid:	3 years. Australian Resuscitation Council recommends annual update of Resuscitation skills. Apply Advanced Resuscitation Techniques (HLTFA404A) must be updated annually.
Duration:	2 days (approximately 20 hours). This course is conducted in a mixed mode of delivery. It consists of approximately 16 hours face-to-face learning and 4 hours pre-course homework which will include a review of basic first aid knowledge. Workbook exercises and theory component of the assessment must be completed prior to attending the practical course day.
Who should attend:	All businesses in Australia have to provide a safe workplace for all employees, visitors & contractors. This course builds on the skills and knowledge from Apply First Aid HLTF301B. It is ideal for first aiders requiring a higher level of preparedness in order to adequately handle a workplace emergency until arrival of the ambulance. It also prepares the first aider to skilfully use oxygen equipment.
Prerequisites:	There are no pre-requisites to attend this course. However, please note that ALL pre-course homework must be completed prior to attending the practical training days.
Units:	Apply Advanced First Aid HLTFA402B incorporates units HLTF301B Apply First Aid and HLTFA404A Apply Advanced Resuscitation Techniques. Separate certificates can be issued upon request.
Assessments:	Written and practical assessments

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Elements:

Assess the situation - includes:

- Identify, assess and minimize hazards
- Minimise immediate risk in accordance with OHS principles
- Prioritise needs for medical assistance and undertake triage when required
- Organise first aid resources to appropriate locations
- Casualty assessment

Apply first aid procedures / Manage the casualty - includes:

- Provide information to casualty in a calm manner
- Make casualty comfortable using available resources
- Respond to casualty in a culturally aware manner
- Determine and explain nature of casualty's condition / injury
- Seek consent from casualty for treatment
- Provide first aid treatment in accordance with established first aid principles for:
 - Abdominal injuries
 - Airway obstruction
 - Allergic reactions
 - Altered and loss of consciousness
 - Bleeding
 - Burns
 - Injuries: crush, eye, ear, head, neck, spinal, needle stick, soft tissue and minor skin injuries
 - Near drowning
 - Envenomation
 - Environmental conditions
 - Fractures
 - Medical conditions, such as cardiac conditions and chest pain, epilepsy, diabetes, asthma and other respiratory conditions and stroke
 - No signs of life
 - Pain relief
 - Poisoning and toxic substances
 - Respiratory distress / arrest
 - Seizures
 - Shock
 - Substance misuse
- Apply appropriate first aid management:
 - Perform CPR
 - AED
 - Administration of analgesia (such as analgesic inhalers or analgesic gas)
 - Infection control
 - Management of anaphylactic shock (includes use of an adrenaline auto-injector, such as Epi-Pen®)
 - Administration of oxygen
- Assist with self medication
- Seek assistance from others
- Correctly operate basic life support equipment
- Use safe manual handling techniques
- Monitor casualty's condition
- Apply safety procedures
- Use safe manual handling techniques

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Elements (cont):

Coordinate first aid activities until arrival of medical assistance – includes:

- Identify available resources
- Deploy correct amount of resources
- Document the provision of resources
- Monitor the condition of casualties
- Coordinate evacuation of casualties
- Arrange support services for personnel involved in the incident

Communicate details of incident – includes:

- Maintain communication between personnel involved in the incident
- Communicate first aid information with other providers / carers
- Calmly provide information to the casualty
- Prepare an incident report
- Maintain confidentiality of records

Evaluate the incident – includes:

- Evaluate management of the incident
- Recognise possible psychological impacts on rescuer
- Participate in debriefing, evaluation to improve future operations
- Form and review emergency plans

Prepare resuscitation equipment ready to use – includes:

- Pre-check of resuscitation equipment
- Diagnose minor equipment faults
- Identify and deal with major faults in accordance with organisation procedures

Apply bag and mask resuscitation technique – includes:

- Assemble the bag valve resuscitation device
- Use bag valve mask in delivery of CPR
- Select and use an oropharyngeal airway to maintain casualty's airway

Attach and operate an AED – includes:

- Attach and operate the AED in accordance to organisation procedures, manufacturer's guidelines, ARC guidelines and state legislation.
- Coordinate operation of AED with the resuscitation team to minimise interruptions to CPR

Administer oxygen – includes:

- Store, handle and operate medical oxygen equipment safely
- Select and operate oxygen masks for oxygen therapy
- Provide oxygen via bag mask device
- Provide supplemental oxygen to a breathing casualty

Operate suction equipment – includes:

- Safely operate suction devices
- Select and operate suction devices
- Provide suction during application of advanced resuscitation techniques

Restore and maintain equipment ready for future use – includes:

- Clean, discard, disinfect, replenish and recharge equipment in accordance with organisation procedures and manufacturer's instructions