# **Highfield Level 3 Award in First Aid At Work** (RQF)

## **Qualification Overview**

The qualification is designed for those learners already working or preparing to work in industry who have been identified within the company's risk assessment of First Aid.

Topics covered include: the roles and responsibilities of the First Aider; assessing an incident, recognising signs and symptoms of injury and illness, assisting a casualty who is suffering from major injury and illness, chest injuries, spinal injuries and anaphylaxis. The qualification is assessed via on-going oral questioning, and end of course theory test and practical demonstration.

# **Qualification Structure**

This qualification consists of two mandatory units, which learners must complete successfully in order to achieve the qualification:

- Unit 1 Emergency First Aid in the Workplace
- Unit 2 Recognition and Management of Illness and Injury in the Workplace

To be able to complete the course you must attend, comprehend the learning outcomes below and pass all the practical and theoretical aspects required.

## Unit 1 - Emergency First Aid in the Workplace

- Understand the role and responsibilities of a first aider
- Be able to assess an incident
- Be able to manage an unresponsive casualty who is breathing normally
- Be able to manage an unresponsive casualty who is not breathing normally
- Know how to recognise and assist a casualty who is choking
- Be able to manage a casualty with external bleeding
- Be able to manage a casualty who is in shock
- Be able to manage a casualty with a minor injury

## Unit 2 - Recognition and Management of Illness and Injury in the workplace

- Be able to conduct a secondary survey.
- Be able to administer first aid to a casualty with injuries to bones, muscles and joints.
- Be able to administer first aid to a casualty with suspected head and spinal injuries.
- Be able to administer first aid to a casualty with suspected chest injuries.
- Be able to administer first aid to a casualty with burns and scalds.
- Be able to administer first aid to a casualty with an eye injury.
- Be able to administer first aid to a casualty with sudden poisoning
- Be able to administer first aid to a casualty with anaphylaxis.



24-24 High Street, Royal Wootton Bassett, Swindon, Wilts, SN4 7AA 05916989

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Tel: 01793 855090

• Be able to provide first aid to a casualty with suspected major illness.

## **Duration of the Course**

The Health & Safety Executive (HSE), in addition to this guidance, have stipulated that the minimum contact hours for this qualification, excluding breaks, should be for a minimum period of 18 hours over 3 days and exceeds the HSE requirements for the minimum retraining required for re-qualification of 12 hours. Anyone requiring requalification can attend today 2 and 3 or this course, as well as completing the on-line learning element.

#### E-course

The on-line learning will contribute to at least 4hrs of the total qualification time.

## **Entry Requirements**

Learners are required to be 16 years of age prior to certification. It is advised that learners have a minimum of Level 1 in literacy or numeracy.

### **ID Requirements**

It is the responsibility of the centre to have systems in place to ensure that the person taking an assessment is indeed the person they are claiming to be.

## <u>Assessment</u>

Practical observation: The practical assessment of learners for the qualification is completed throughout the course delivery. This ongoing assessment will involve learners demonstrating practical first aid skills across a number of areas.

Written/Oral questioning: Learners are required to answer a series of questions ensuring their understanding of the theory content is sufficient to meet the required standard. Oral questioning can be used to extract further information for these questions during the practical assessments, with the tutor documenting the responses, or when needing to supplement learners' written responses, according to individual learners' needs.

Accident Report Form: Learners are required to show evidence that they are able to complete an accident report form.

This qualification lasts for a period of 3 years, at which point candidates will need to re-sit the course, however the recommendation is that learners refresh their knowledge annually.



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# **Progression**

Upon successful completion learners may wish to continue their development via the completion of any of the sign-posted qualifications/training:

• Level 3 Award in First Aid Response

• Level 3 Award in Paediatric First Aid

**Duration:** 3 day (18 hour)

**Times:** 9.00am to 4.30pm with breaks

Price: £155 plus vat

Dates: 3 Days

**Dates: BOOK ONLINE AND CHECK DATES AT THIS LINK** 

www.ibauk.com/product/highfield-level-3-award-in-first-aid-at-work-rqf/

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**Location:** 23/24 High Street, Royal Wootton Bassett, Swindon, SN4 7AA



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