

CERTIFICATE OF APPROVAL (FIRST AID TRAINING AND QUALIFICATIONS)



The First Aid Industry Body

Health and Safety at Work etc. Act 1974

Health and Safety (First Aid) Regulations 1981

1 Approval to Deliver Training in First Aid

1. In pursuance of Regulation 3 (2) of the Health and Safety (First Aid) Regulations 1981 (for First Aid at Work and Emergency First Aid at Work) and for Paediatric First Aid and subject to the conditions set out in this Certificate and the Schedules to this Certificate, The First Aid Industry Body ("FAIB") approves the Training in First Aid at Work (FAW), Emergency First Aid at Work (EFAW) and Paediatric First Aid delivered by;

1st Aid at Work Training Services
Ivy Cottage
Beechenlea Lane
Swanley
Kent
BR8 8DR

Certificate No: 1441/94 (083)

At suitable premises in a training course which complies with the provisions set out in the following Schedules to this certificate (as appropriate)

- (a) Schedules 1, 5 and 6 for a First Aid at Work course
- (b) Schedules 2, 5 and 6 for a First Aid at Work (requalification) course
- (c) Schedules 3, 5 and 7 for an Emergency First Aid at Work course
- (d) Schedules 4, 5 and 7 for Paediatric First Aid course

2 Authority to issue First Aid Qualifications

- 1. Subject to paragraph 2 (5), this Certificate authorises the Organisation to issue a First Aid Qualification to an individual who has completed Training approved by this certificate, provided that the individual concerned has successfully completed an assessment in respect of that training which complies with paragraph 2 (2).
- 2. The assessment referred to in paragraph 2 (2) and Schedule 6 must comply:
 - a. For First Aid at Work training course or requalification training course, with the provisions set out in Schedule 6; or
 - b. For an Emergency First Aid at Work training course, with the provisions set out in Schedule 7; or
 - c. For a Paediatric First Aid training course, with the provisions set out in Schedule 7 and with relevant guidance as issued from time to time by FAIB.
- 3. A First Aid Qualification is valid for three years.
- 4. In issuing a First Aid Qualification the Organisation must, as evidence of that Qualification, provide the individual with a certificate in First Aid.
- 5. The Organisation must not issue a First Aid Qualification to an individual who has completed a requalification training course provided in accordance with paragraph 1 (1) (b) above unless that individual has successfully completed, within three years of the date of his/her previous First aid Qualification, an assessment in respect of that requalification training course which complies with paragraph 2 (2).

3 Inspection and Revocation

- 1. This Certificate must be kept in a safe place and be available for Inspection by FAIB Representatives at all times.
- 2. FAIB may revoke this Certificate at any time. In particular, FAIB may revoke this Certificate where:
 - a. The Organisation, in delivering training under this Certificate, fails to comply with the requirements of this Certificate or the attached schedules:
 - b. The Organisation, in delivering training under this Certificate, fails to comply with relevant FAIB Guidance, in particular the FAIB Guidance for Training Organisations; and
 - c. The Organisation fails to pay any statutory fee for which it is properly charged as part of the First Aid training approval and monitoring process.

Date of Approval: 1st October 2013

Date of Expiry: 30th September 2018

Authorised Signatory:

Mr Ian Kershaw MBE

CERTIFICATE OF APPROVAL (FIRST AID TRAINING AND QUALIFICATIONS)

Schedule 1

First Aid at Work Training Course

A First Aid at Work training course (paragraph 1 (a) of the Certificate) must:

- (1) Not be less than 3 days (6 contact hours per day);
- (2) Be completed within 10 weeks of its date of commencement; and
- (3) Cover theoretical and practical work and include the following subjects:
 - (a) Assess the situation and circumstances in order to act safely, promptly and effectively in an emergency
 - (b) Use of available equipment
 - (c) The need for recording incidents and actions
 - (d) The importance of preventing cross infection
 - (e) Administer cardiopulmonary resuscitation
 - (f) Administer First Aid to a casualty who is unconscious (including seizure)
 - (g) Administer First Aid to a casualty who is choking
 - (h) Administer First Aid to a casualty who is wounded and bleeding
 - (i) Administer First Aid to a casualty who is suffering from shock
 - (j) Provide appropriate First Aid for Minor Injuries
 - (k) Administer First aid to a casualty with:
 - (1) Anaphylactic shock
 - (2) Injuries to bones, muscles and joints, including suspected spinal injuries
 - (3) Eye injuries
 - (4) Burns and scalds
 - (5) Chest injuries
 - (6) Sudden poisoning
 - (l) Recognise major illness and provide appropriate First Aid

Schedule 2

First Aid at Work Requalification Training Course

A First Aid at Work requalification course (paragraph 1 (b) of the Certificate) must:

- (1) Not be less than 2 days (6 contact hours per day);
- (2) Be completed within 7 weeks of its date of commencement; and
- (3) Cover theoretical and practical training in any new First Aid methods and procedures and include revision of all subjects listed in paragraph (3) Schedule 1.

Schedule 3

Emergency First Aid at Work Training Course

An Emergency First aid at Work training course (paragraph 1 (c) of the Certificate) must:

- (1) Not be less than 1 day (6 contact hours);
- (2) To be completed within 4 weeks of its date of commencement; and
- (3) Cover theoretical and practical work and include the subjects listed at (a) to (j) of paragraph (3) of Schedule 1.

Schedule 4

Paediatric First Aid Training Course

A Paediatric First Aid training course (paragraph 1 (d) of the Certificate) must:

- (1) Should not be less than 2 days (6 contact hours per day) in England and Wales and 1 day (contact hours in Scotland);
- (2) Should be completed within 7 weeks in England and Wales and 4 weeks in Scotland of its commencement; and
- (3) Cover theoretical and practical training in any new First Aid methods and procedures and include all of the following subjects:
 - (a) Plan for Emergencies
 - (b) Deal with Emergency First Aid
 - (c) Resuscitate
 - (d) Recognise and Dealing with shock
 - (e) Recognise and respond appropriately to anaphylactic shock
 - (f) Recognise and respond appropriately to electric shock
 - (g) Recognise and respond appropriately to bleeding
 - (h) Respond appropriately to burns and scalds
 - (i) Respond appropriately to choking
 - (j) Respond appropriately to suspected fractures
 - (k) Respond appropriately to head, neck and back injuries
 - (l) Respond appropriately to cases of poisoning
 - (m) Respond appropriately to foreign bodies in eyes, ears and noses
 - (n) Respond appropriately to eye injuries
 - (o) Respond appropriately to bites and stings
 - (p) Respond appropriately to effects of extreme heat and cold
 - (q) Respond appropriately to febrile convulsions
 - (r) Recognise and respond appropriately to the emergency needs with chronic medical conditions including; epilepsy, asthma, sickle cell and diabetes
 - (s) Recognise and respond appropriately to meningitis and other serious sudden illness.

Schedule 5

Trainer Requirements

- (1) Training approved by the Certificate may only be given by a qualified Trainer
- (2) A person will be a qualified Trainer for the purposes of these Schedules if he/she:
 - (a) Has a current First Aid at Work certificate or a current NMC, GMC or HCPC (Paramedic) Certificate together with evidence of current First aid knowledge
 - (b) Has a formal teaching or training qualification; and/or
 - (c) Can show that he/she:
 - (1) Has regularly provided First Aid at Work or Emergency First Aid at Work training courses approved by the FAIB during the previous three years; or
 - (2) Has conducted at least two practical and two theoretical First aid training sessions under the supervision of a qualified assessor in the past three years.

Schedule 6

First aid at Work Assessment (Including requalification)

- (1) Assessments of individuals who have completed a First Aid at Work training course or a First Aid at Work requalification training course approved by the Certificate must be carried out by either qualified assessors who have not been involved in the teaching of the particular training course being assessed or by a trainer/assessor (qualified to do so) through a continuous assessment process.
- (2) A person will be a qualified assessor or trainer/assessor for the purposes of these Schedules if he/she;
 - (a) has a current First Aid at Work certificate , or a current NMC, GMC or HCPC (Paramedic) Certificate together with evidence of current First aid knowledge;
 - (b) has a formal assessing qualification; and/or
 - (c) can show that he/she:
 - (1) Has regularly provided First aid at Work assessments during the previous three years; or
 - (2) Has conducted at least two practical and two theoretical First Aid assessments under the supervision of a qualified assessor in the last three years.

Schedule 7

Emergency First Aid at Work Assessment and Paediatric First Aid Assessment

Individuals completing an Emergency First Aid at Work or Paediatric First Aid course must be assessed by continuous assessment carried out by a person who is qualified Trainer/assessor within the meaning of paragraph (2) of Schedule 6.