

Local First Aid *Heroes*



St John Ambulance Australia (NSW)

First Aid Course Guide



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Provide First Aid

Learn the essential skills to help an ill or injured person at work or in the home.

Duration:

- 1 day plus 3-4 hours pre work; or
- 2 days face to face

Content:

- A practical action plan to follow in an emergency; 'DRSABCD'
- Resuscitation (CPR) on an adult and baby plus a basic overview of defibrillation
- All the fundamentals you need to know to deal with common first aid situations; choking, burns, bites and stings, sprains and strains, eye irritation, wounds and bleeding, allergic reactions /anaphylaxis, asthma
- How to manage more complex first aid situations such as; chest pain, poison, fractures, dislocations, shock, abdominal injuries, head, neck and spinal injuries, heat-induced illnesses (eg. heat stroke, hyperthermia) and cold-induced illnesses (eg. hypothermia)
- Information relating to first aid such as: essential items in a first aid kit and how to use them as well as your duty of care and protection under the Civil Liabilities Act

Assessment:

Participants must satisfactorily complete multiple written and practical assessments.

Note: CPR assessment must be completed on the floor.

Qualification:

Successful participants will be awarded a Statement of Attainment for the following units of competency:

- HLTAID001 Provide cardiopulmonary resuscitation
- HLTAID002 Provide basic emergency life support
- HLTAID003 Provide first aid



Current industry standards state that this course should be updated every three years with the CPR component updated annually.

Provide First Aid - Refresher

Duration:

- 1 day plus 3-4 hours pre-work

Prerequisite:

Participants must have an Apply or Provide First Aid qualification, completed within the last three years.

Provide Cardiopulmonary Resuscitation

Learn the skills to revive someone who is unconscious and not breathing normally using Cardiopulmonary Resuscitation and Defibrillation.

Duration:

- 4 hours

Content:

- A practical action plan to follow in an emergency; 'DRSABCD'
- Resuscitation (CPR) on an adult and baby plus a basic overview of defibrillation

Assessment:

Participants must satisfactorily complete multiple written and practical assessments.

Note: CPR assessment must be completed on the floor.

Qualification:

Successful participants will be awarded a Statement of Attainment for the following unit of competency:

- HLTAID001 Provide cardiopulmonary resuscitation



Current industry standards state that this course should be updated annually.

CPR Refresher

Duration:

- 3 hours

Prerequisite:

Participants must have a current CPR qualification, completed within the last year.

Provide Advanced First Aid

Gain advanced knowledge and skills to respond to a range of first aid situations.

Duration:

- 3 days plus 3-4 hours pre-learning

Content:

- A practical action plan to follow in an emergency; 'DRSABCD'
- Resuscitation (CPR) on an adult and baby including an overview of defibrillation
- How to deal with; choking, burns, bites and stings, sprains and strains, eye irritation, wounds and bleeding, allergic reactions/anaphylaxis, asthma, chest pain, poisons, fractures, dislocations, shock, abdominal injuries, head, neck and spinal injuries, heat and cold induced illnesses
- Knowledge of basic anatomy; how the skeletal, respiratory, nervous, lymphatic and circulatory systems work
- Advanced techniques such as assessing a casualty, triage, how to lift and move an injured person including the application of cervical collars, use of spine boards, scoop stretchers
- Management of more demanding situations such as drug/alcohol abuse casualties and childbirth

Assessment:

Participants must satisfactorily complete multiple written and practical assessments.

Note: CPR assessment must be completed on the floor.

Prerequisite:

Participants must have a Provide First Aid qualification, completed within the last six months.

Qualification:

Successful participants will be awarded a Statement of Attainment for the following units of competency:

- HLTAID001 Provide cardiopulmonary resuscitation
- HLTAID002 Provide basic emergency life support
- HLTAID003 Provide first aid
- HLTAID006 Provide advanced first aid



Current industry standards state that this course should be updated every three years with the CPR component updated annually.

Provide Advanced Resuscitation

Learn advanced techniques to maintain life using specialised resuscitation equipment.

Duration:

- 1 day

Content:

- A practical action plan to follow in an emergency; 'DRSABCD'
- Resuscitation (CPR) on an adult and baby
- Use of specialised equipment such as a defibrillator (AED), Oxygen Delivery Systems, plus instruction on how to insert Oropharyngeal Airway and training on soft bag resuscitation and mechanical resuscitation

Assessment:

Participants must satisfactorily complete multiple written and practical assessments

Note: CPR assessment must be completed on the floor

Qualification:

Successful participants will be awarded a Statement of Attainment for the following units of competency:

- HLTAID001 Provide cardiopulmonary resuscitation
- HLTAID007 Provide advanced resuscitation



Current industry standards state that this course should be updated every three years with the CPR component updated annually.

Provide Advanced First Aid PLUS

Learn advanced first aid skills and resuscitation techniques so you can manage a wide range of first aid situations and scenarios.

Duration:

- 4 days plus 3-4 hours pre-work

Content:

- A practical action plan to follow in an emergency; 'DRSABCD'
- Resuscitation (CPR) on an adult and baby
- How to deal with; choking, burns, bites and stings, sprains and strains, eye irritation, wounds and bleeding, allergic reactions/anaphylaxis, asthma, chest pain, poison, fractures, dislocations, shock, abdominal injuries, head, neck and spinal injuries, heat and cold induced illnesses
- Knowledge of basic anatomy; how the skeletal, respiratory, nervous, lymphatic, circulatory systems work
- Advanced techniques such as assessing a casualty, triage, how to lift and move an injured person including the application of cervical collars, use of spine boards and scoop stretchers
- Management of more demanding situations such as drug/alcohol abuse casualties and childbirth
- Use of specialised equipment: a defibrillator (AED), Oxygen Delivery Systems, how to insert Oropharyngeal Airway, training on soft bag resuscitation and mechanical resuscitation

Assessment:

Participants must satisfactorily complete multiple written and practical assessments

Note: CPR assessment must be completed on the floor.

Qualification:

Successful participants will be awarded a Statement of Attainment for the following units of competency:

- HLTAID001 Provide cardiopulmonary resuscitation
- HLTAID002 Provide basic emergency life support
- HLTAID003 Provide first aid
- HLTAID006 Provide advanced first aid
- HLTAID007 Provide advanced resuscitation



Current industry standards state that this course should be updated every three years with the CPR component updated annually.

Occupational First Aid

This course provides a comprehensive set of skills for providing first aid in the workplace.

Duration:

- 4.5 days plus 3-4 hours pre-work

Content:

- A practical action plan to follow in an emergency; 'DRSABCD'
- Resuscitation (CPR) on an adult and baby
- How to deal with; choking, burns, bites and stings, sprains and strains, eye irritation, wounds and bleeding, allergic reactions/anaphylaxis, asthma, chest pain, poison, fractures, dislocations, shock, abdominal injuries, head, neck and spinal injuries, heat and cold induced illnesses
- Knowledge of basic anatomy; how the skeletal, respiratory, nervous, lymphatic and circulatory systems work
- Advanced techniques such as assessing a casualty, triage, how to lift and move an injured person including the application of cervical collars, use of spine boards and scoop stretchers
- Management of more demanding situations such as drug/alcohol abuse casualties and childbirth
- Use of specialised equipment; a defibrillator (AED), Oxygen Delivery Systems, how to insert Oropharyngeal Airway, training on soft bag resuscitation and mechanical resuscitation
- Understanding WH&S legislation and workplace requirements to determine first aid needs unique to your workplace
- How to manage a first aid room including ordering and maintaining equipment
- Workplace risk assessments, hazard identification, risk minimisation and incident planning
- Documentation including incident reports, casualty forms and writing first aid policies and procedures for the workplace

Assessment:

Participants must satisfactorily complete multiple written and practical assessments.

Note: CPR assessment must be completed on the floor.

Qualification:

Successful participants will be awarded a Statement of Attainment for the following units of competency:

- HLTAID001 Provide cardiopulmonary resuscitation
- HLTAID002 Provide basic emergency life support
- HLTAID003 Provide first aid
- HLTAID006 Provide advanced first aid
- HLTAID007 Provide advanced resuscitation
- HLTAID008 Manage first aid services and resources
- HLTSS00027 Occupational First Aid Skill Set



Current industry standards state that this course should be updated every three years with the CPR component updated annually.

Anaphylaxis

Learn to recognise and respond to an anaphylactic emergency including the use of an adrenaline auto-injector.

Duration:

- 2.5 hours

Content:

- A practical action plan to follow in an emergency; 'DRSABCD'
- Causes, triggers, signs and symptoms of a reaction
- How to manage a patient including the use of an Epipen and Anapen
- Risk management and prevention
- Policies, procedures and plans for the home or workplace
- Legal responsibilities when rendering first aid

Assessment:

Participants must satisfactorily complete multiple written and practical assessments

Qualification:

Successful participants will be awarded a Statement of Attainment for the following unit of competency:

- 22300VIC Course in First Aid Management of Anaphylaxis



Current industry standards state that this course should be updated every three years.

Asthma and Anaphylaxis

Learn to recognise and respond to an asthmatic or anaphylactic emergency including the use of inhalers and adrenaline auto-injectors.

Duration:

- 4.5 hours

Content:

- A practical action plan to follow in an emergency; 'DRSABCD'
- Causes, triggers, signs and symptoms of an attack or reaction
- How to manage a patient including administering medication
- Risk management and prevention
- Policies, procedures and plans for the home or workplace
- Legal responsibilities when rendering first aid

Assessment:

Participants must satisfactorily complete multiple written and practical assessments

Qualification:

Successful participants will be awarded a Statement of Attainment for the following units of competency:

- 22282VIC Course in the Management of Asthma Risks and Emergencies in the Workplace
- 22300VIC Course in First Aid Management of Anaphylaxis



Current industry standards state that this course should be updated every three years.

Basic Emergency Life Support

This course teaches you the basics of sustaining life until professional medical help arrives.

Duration:

- 1 day

Content:

- A practical action plan to follow in an emergency; 'DRSABCD'
- Resuscitation (CPR) on an adult and baby including an overview of defibrillation
- Fundamental skills you need to know to deal with; choking, burns, shock, chest pain, wounds and bleeding
- An overview of allergic reactions/anaphylaxis and asthma
- Information relating to first aid such as essential items in a first aid kit and how to use them as well as your duty of care and protection under the Civil Liabilities Act

Assessment:

Participants must satisfactorily complete multiple written and practical assessments.

Note: CPR assessment must be completed on the floor.

Qualification:

Successful participants will be awarded a Statement of Attainment for the following units of competency:

- HLTAID001 Provide cardiopulmonary resuscitation
- HLTAID002 Provide basic emergency life support



Current industry standards state that this course should be updated every three years with the CPR component updated annually.

Provide Cardiopulmonary Resuscitation PLUS

Combining CPR, and the first aid management of anaphylaxis and asthma, you'll learn a range of life saving skills and the confidence to use them in an emergency situation.

Duration:

- 7 hours

Content:

- A practical action plan to follow in an emergency; 'DRSABCD'
- Resuscitation (CPR) on an adult and baby including an overview of defibrillation
- Causes, triggers, signs and symptoms of an attack or reaction
- How to manage a patient including administering medication
- Risk management and prevention
- Policies, procedures and plans for the home or workplace

Assessment:

Participants must satisfactorily complete multiple written and practical assessments.

Note: CPR assessment must be completed on the floor.

Qualification:

Successful participants will be awarded a Statement of Attainment for the following units of competency:

- HLTAID001 Provide cardiopulmonary resuscitation
- 22282VIC Course in the Management of Asthma Risks and Emergencies in the Workplace
- 22300VIC Course in First Aid Management of Anaphylaxis



Current industry standards state that this course should be updated every three years with the CPR component updated annually.

Low Voltage Rescue

Learn essential safety measures and how to rescue, revive and provide further care to a casualty following an electrical accident.

Duration:

- 6 hours

Content:

- A practical action plan to follow in an emergency: 'DRSABCD'
- Resuscitation (CPR) on an adult and baby including an overview of defibrillation
- Information on electrical risk management including personal protection equipment, safety observers, the safe approach distance and step potential
- Rescue procedures and steps to follow in the event of electrocution; isolation of the source, how to safely remove someone from an electrical apparatus, including the use of non-conductible materials and the one man drag technique
- How to provide further care for a patient who is unconscious and/or not breathing normally, in shock, or has electrical burns and/or other injuries as a result of a fall
- Management of other hazards such as toxic gases and fires as a result of an electrical fault
- Proper documentation and reporting of an incident

Assessment:

Participants must satisfactorily complete multiple written and practical assessments.

Note: CPR assessment must be completed on the floor.

Qualification:

Successful participants will be awarded a Statement of Attainment for the following units of competency:

- UETTDRRF06B Perform rescue from a live LV panel
- HLTAID001 Provide cardiopulmonary resuscitation



Current industry standards state that this course should be updated every three years with the CPR component updated annually.

Education and Care First Aid

Learn to recognise and respond to a range of common first aid situations encountered in the care of children, including asthma and anaphylactic emergencies.

Duration:

- 2 days

Content:

- A practical action plan to follow in an emergency; 'DRSABCD'
- Resuscitation (CPR) on an adult, child and baby including an overview of defibrillation
- Essential training in how to manage allergic reactions/anaphylaxis and asthma emergencies
- How to deal with a range of first aid emergencies such as; choking, burns, bites and stings, sprains and strains, eye irritation, wounds and bleeding, chest pain, poisons, fractures, dislocations, shock, abdominal injuries, head, neck and spinal injuries, heat and cold induced illnesses and other medical emergencies
- Prevention and planning including risk assessments, medical management and communication plans
- Legal requirements, reporting and your duty of care

Assessment:

Participants must satisfactorily complete multiple written and practical assessments.

Note: CPR assessment must be completed on the floor.

Qualification:

Successful participants will be awarded a Statement of Attainment for the following units of competency:

- HLTAID001 Provide cardiopulmonary resuscitation
- HLTAID002 Provide basic emergency life support
- HLTAID003 Provide first aid
- HLTAID004 Provide an emergency first aid response in an education and care setting
- 22282VIC Course in the Management of Asthma Risks and Emergencies in the Workplace
- 22300VIC Course in First Aid Management of Anaphylaxis



Current industry standards state that this course should be updated every three years with the CPR component updated annually.

Remote Area First Aid

Learn the first aid knowledge and skills needed to provide care over a prolonged period of time to an ill or injured casualty.

Duration:

- 3 days plus 3-4 hours pre-work

Content:

- A practical action plan to follow in an emergency; 'DRSABCD'
- Resuscitation (CPR) on an adult and baby including an overview of defibrillation
- Planning for an accident including Emergency Contingency Plans, Trauma Management Plans and assigning team responsibilities
- Pre-planning suitable equipment from remote areas such as two-way radios, whistles, compasses, kits and medication
- Rescue preparation for different environments (e.g. alpine, desert, marine, rural, tropical) and scenarios (e.g. snow, water, etc.)
- Managing multiple casualties by assigning priorities using six key observations and the four accepted levels of triage
- Clinical assessments (including primary assessment, basic treatment and secondary assessment) covering conscious state, AVPU, pulse, respiration, temperature, pupils and blood pressure analysis
- Managing injuries including abdominal pain, fractures, burns, head, neck and spinal injuries, dehydration, heat and cold induced conditions
- How to deal with sudden illnesses including fevers, chills, vomiting, diarrhea, etc.
- Lifting and moving a casualty including stretchers, log rolls and blanket lifts
- Prolonged care, infection control and hygiene

Assessment:

Participants must satisfactorily complete multiple written and practical assessments.

Note: CPR assessment must be completed on the floor.

Qualification:

Successful participants will be awarded a Statement of Attainment for the following units of competency:

- HLTAID001 Provide cardiopulmonary resuscitation
- HLTAID002 Provide basic emergency life support
- HLTAID003 Provide first aid
- HLTAID005 Provide first aid in remote situations



Current industry standards state that this course should be updated every three years with the CPR component updated annually.

Manage First Aid Services and Resources

Learn how to manage first aid provisions in the workplace including maintaining a first aid room.

Duration:

- 5 hours

Content:

- Understanding WH&S legislation and workplace requirements to determine first aid needs unique to your workplace
- Workplace risk assessments, hazard identification, risk minimisation and incident planning
- How to manage a first aid room
- Documentation including incident reports, casualty forms and writing first aid policies and procedures

Assessment:

Participants must satisfactorily complete multiple written assessments.

Qualification:

Successful participants will be awarded a Statement of Attainment for the following unit of competency:

- HLTAID008 Manage first aid services and resources



Current industry standards state that this course should be updated every three years.

Provide Pain Management

Learn to safely administer pain medication in the event of an accident.

Duration:

- 5 hours

Content:

- Overview of basic first aid provision
- Administration of Paracetamol and Methoxyflurane and Analgesia
- Management and monitoring of the patient
- Information about storage and documentation

Note: Further training in the administration of Entonox is available, upon request.

Prerequisite:

Participants must be 18 years old.

Participants must hold:-

- HLTF211A/HLTAID002 Provide basic emergency life support, OR
- HLTF311A Apply First Aid/HLTAID003 Provide first aid.

Assessment:

Participants must satisfactorily complete multiple written and practical assessments.

Qualification:

Successful participants will be awarded a Statement of Attainment for the following units of competency:

- PUAEME005A Provide pain management



Current industry standards state that this course should be updated every three years.

Motorcycle First Aid

Learn essential skills to make sure you are always ready when you are out on the road.

Duration:

- 1 day

Content:

- A practical action plan to follow in an emergency; 'DRSABCD'
- Resuscitation (CPR) on an adult
- How to help an unconscious casualty
- When and how to remove a motorcycle helmet
- How to manage breathing, bleeding, burns, breaks, wounds, shock, chest injuries, head, neck and spinal injuries

Assessment:

Participants must satisfactorily complete multiple written and practical assessments.

Note: CPR assessment must be completed on the floor.

Qualification:

Successful participants will be awarded a Statement of Attainment for the following units of competency:

- HLTAID001 Provide cardiopulmonary resuscitation
- HLTAID002 Provide basic emergency life support



Current industry standards state that this course should be updated every three years with the CPR component updated annually.

Caring for Kids

Designed to equip parents and grandparents with the knowledge to manage basic, everyday first aid situations specific to children up to the age of seven.

Duration:

- 1 day

Content:

- Overview of resuscitation on an infant and child
- Basic management of choking, bleeding, poisoning, wounds, burns, bites, stings and shock.

Assessment:

No assessment.

Qualification:

This is **not** a VET accredited course. Participants will receive a Certificate of Attendance.

Sports First Aid

Learn how to implement an effective sports injury prevention program and give competent first aid to the ill or injured in a sporting environment.

Duration:

- 1 day

Content:

- A practical action plan to follow in an emergency; 'DRSABCD'
- Introduction to resuscitation (CPR)
- Defining the roles and responsibilities of a Sports First Aider
- Managing the unconscious breathing casualty
- Prevention of infection and injury, including preventative taping
- Recognition and management of shock, bleeding, head, neck and spinal injuries, facial injuries, fractures, sprains, strains and dislocations
- Lifting and moving an injured casualty

Assessment:

Course attendance and participation.

Qualification:

This is **not** a VET accredited course. Participants will receive a Certificate of Attendance.

Health and Safety Representative

This SafeWork NSW approved course will provide you with practical skills on how to implement and monitor safe work practices.

Duration:

- 5 days

Content:

- Overview of Work Health and Safety, including history of legislation, framework and key terminology
- Introduction to the role and function of HSRs, Health and Safety Committees, Work Health and Safety entry permit holders and duty holders
- Effective consultation and communication in the workplace, including requirements and arrangements
- Coverage of rights, entitlements, protections and exceptions from obligations, as well as the review process
- How to investigate complaints, negotiate issues, monitor and review risk controls, conduct workplace inspections, maintain records, resolve and problem solve
- Practical activities including hazard identification prompt test and sample workplace inspecting
- Purpose and function of Provisional Improvement Notices (PINs) and ceasing unsafe work

Assessment:

Course attendance and participation.

Qualification:

Successful participants will receive a SafeWork NSW approved Statement of Attendance.

Health and Safety Representative- Refresher

Duration:

- 1 day

Prerequisite:

Participants must have a SafeWork NSW Approved Statement of Attendance completed every year whilst designated to fulfil this role.

Why train with St John:



In 2015 we issued over 53,000 certificates in NSW alone, making us one of the largest training providers.



We are flexible. We can run courses when it suits you, whether that's before during or after office hours or over a series of days!



With over 130 years experience, St John is Australia's longest serving and most trusted provider.



As a not-for-profit organisation, our revenue helps to ensure our 3,000 volunteers can continue their work in the community.

How St John helps the community:



Our volunteers attend over 3,200 events and emergencies each year.



They treat more than 38,000 ill or injured patients.



We also teach more than 21,000 school children essential skills in our free first aid program.

Call 1300 360 455 to book your training today!



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