



Australian Government

Department of Education, Employment and Workplace Relations

THHGHS03B Provide first aid

Release: 1

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Modification History

Not applicable.

Unit Descriptor

This unit deals with the skills and knowledge required for the provision of essential first aid in recognising and responding to emergency using basic life support measures. The person providing first aid is not expected to deal with complex casualties or incidents, but to provide an initial response where first aid is required.

It is assumed the person providing first aid is working under supervision and/or according to established workplace first aid policies and procedures.

This unit aligns to the National Guidelines Standards for First Aid Unit A.

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Application of the Unit

Not applicable.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

Not applicable.

Elements and Performance Criteria Pre-Content

Not applicable.

Elements and Performance Criteria

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Element	Performance Criteria
1 Assess the situation	<p>1.1 Identify physical hazards and risks to personal and others' health and safety.</p> <p>1.2 Minimise immediate risks to self and casualty's health and safety by controlling hazards in accordance with occupational health and safety requirements.</p> <p>1.3 Assess the situation and decide on actions required, promptly.</p> <p>1.4 Seek assistance from appropriate others, as required and at the appropriate time.</p>
2 Apply basic first aid techniques	<p>2.1 Assess the casualty's physical condition and visible vital signs.</p> <p>2.2 Provide first aid to stabilise the patient's physical and mental condition in accordance with enterprise policy on provision of first aid and recognised first aid procedures.</p> <p>2.3 Use available first aid equipment as appropriate.</p>
3 Monitor the situation	<p>3.1 Identify and notify back-up services appropriate to the situation.</p> <p>3.2 Convey information about the patient's condition accurately and clearly to emergency services personnel or health professionals.</p>
4 Prepare required documentation	<p>4.1 Document emergency situations according to enterprise procedures.</p> <p>4.2 Provide reports which are clear, accurate and within required time frames.</p>

Required Skills and Knowledge

Not applicable.

Evidence Guide

Essential Knowledge and Skills to Be Assessed

The following skills and knowledge must be assessed as part of this unit:

basic anatomy and physiology

resuscitation

bleeding control

care of the unconscious

airway management

basic infection control principles and procedures

legal requirements

duty of care

State and Territory regulatory requirements relating to currency of skill and knowledge

reporting requirements.

Linkages to Other Units

This unit underpins effective performance in the following unit:

THHGHS11A Manage casualty in a remote and/or isolated area

Critical Aspects of Assessment

Look for:

ability to assess situations requiring first aid and to decide on a plan of action including seeking help

ability to apply established first aid principles including:

checking and maintaining the casualty's airway, breathing and circulation

checking the site for danger to self, casualty and others and minimising the danger.

Context of Assessment and Resource Implications

Assessment must ensure:

use of real first aid equipment

use of dummies.

Assessment Methods

Assessment methods must be chosen to ensure that application of accepted first aid techniques can be practically demonstrated. Methods must include assessment of knowledge as well as assessment of practical skills.

The following examples are appropriate for this unit:

practical demonstration of the use of commonly-used equipment and first aid supplies

explanation about management of a variety of common simulated injury situations

questions to test knowledge of injury situations, types of injury and management of injury situations

review of portfolios of evidence and third party reports of performance of first aid by the candidate.

Key Competencies in this Unit

Key Competencies are an integral part of all workplace competencies. The table below describes those applicable to this unit. Trainers and assessors should ensure that they are addressed in training and assessment.

Level 1 = Perform Level 2 = Administer and Manage Level 3 = Design and Evaluate

Key Competencies

Collecting, Organising and Analysing Information

For example:

Responding to emergency situations requiring first aid interventions

Deciding on actions and interventions within safe parameters (2)

Communicating Ideas and Information

For Example:

Receiving, following and giving instructions to others.

Communicating with emergency services personnel and health professionals (2)

Planning and Organising Activities

For Example:

Planning, organising and prioritising first aid activities (2)

Working with Others and in Teams

For Example:

Working co-operatively with emergency services personnel and health professionals

Clarifying what is required in specific situations (2)

Using Mathematical Ideas and Techniques

For Example:

Calculating dilution rates for antiseptics (1)

Solving Problems

For Example:

Dealing with immediate hazards.

Assessing injuries (2)

Using Technology

For Example:

Taking temperature (1)

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Range Statement

This unit applies to all tourism and hospitality sectors. The following explanations identify how this unit may be applied in different workplaces, sectors and circumstances.

First aid treatment is that defined in Common Law as emergency assistance provided to a second party in the immediate absence of medical or paramedical care.

Established first aid principles include:

checking and maintaining the casualty's airway, breathing and circulation

checking the site for danger to self, casualty and others and minimising the danger.

Physical and personal hazards may include:

workplace hazards such as fire, floods, violent persons

environmental hazards such as electrical faults, chemical spills, fires, slippery surfaces, floods, wild animals, fumes,

proximity of other people

hazards associated with the casualty management processes.

Risks may include:

worksite equipment, machinery and substances

bodily fluids

risk of further injury to the casualty

risks associated with the proximity of other workers and bystanders.

First aid management will need to account for:

location and nature of the work environment

environmental conditions and situations, such as electricity, biological risks, weather and terrain, motor vehicle accidents,

the level of knowledge, skills, training and experience of the person administering first aid

familiarity with particular injuries

legal issues that affect the provision of first aid in different industry sectors

the characteristics of the site where the injury occurs

the nature of the injury and its cause

infection control procedures

availability of first aid equipment, medications and kits or other suitable alternative aids

proximity and availability of trained paramedical and medical/health professional assistance

the patient's cardio-vascular condition as indicated by vitals signs such as body temperature, pulse rate and breathing rates

unresolved dangers such as fire, chemical contamination or fume toxicity of the area where the injury occurs.

Vital signs include:

breathing

circulation

consciousness.

Injuries may include:

abdominal trauma

allergic reactions

bleeding

chemical contamination

choking

cold injuries

cardio-vascular failure

dislocations and fractures
drowning
poisoning and toxic substances
medical conditions including epilepsy, diabetes, asthma
eye injuries
head injuries
minor skin injuries
neck and spinal injuries
needle stick injuries
puncture wounds and cuts
crush injuries
shock
smoke inhalation
sprains and strains
substance abuse
unconsciousness
infections
inhalation of toxic fumes and airborne dusts
bone and joint injuries
eye injuries
burns and scalds, thermal, chemical, friction and electrical
bites or stings.

Injuries may involve:

unconsciousness
confusion
tremors
rigidity
numbness
inability to move body parts
pain
delirium
external bleeding
internal bleeding
heat exhaustion
hypothermia
pre-existing illness.

Appropriate others from whom assistance may be sought may include:

emergency services personnel
health professionals
colleagues
customers
passers by.

Assistance may include, as appropriate to emergency situations:

maintaining site safety and minimising the risk of further injury or injury to others
making the casualty comfortable and ensuring maximum safety
assessment of injury situations
providing first aid including managing bleeding through the application of tourniquets,
pressure and dressings

giving CPR and mouth-to-mouth resuscitation
giving reassurance and comfort
raising the alarm with emergency services or health professionals
removing debris.

First aid and emergency equipment may include:

first aid kit
pressure and other bandages
thermometers
eyewash
thermal blankets
pocket face masks
rubber gloves
dressings
flags and flares
fire extinguishers
communication equipment such as mobile phones, satellite phone, radio.

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Unit Sector(s)

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