FPICOR2006A Apply basic first aid

Unit Descriptor
This unit specifies the outcomes required to deal with the provision of essential first aid in recognising and responding to an emergency using basic life support measures. The first aider is not expected to deal with complex casualties or incidents, but to provide an initial response where first aid is required. In this unit it is assumed the first aider is working under supervision and/or according to established workplace first aid procedures and policies.

Pre-requisite Unit(s)

Application of the Unit
Competency Field Forest and Forest Products
Sector Core

ELEMENT
Elements describe the essential outcomes of a unit of competency

PERFORMANCE CRITERIA
Performance Criteria describe the required performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the Required Skills and Knowledge and/or the Range Statement. Assessment of performance is to be consistent with the Evidence Guide.

1 Assess the situation

1.1 Physical hazards to own and others' health and safety are verified

1.2 Immediate risk to self and health and safety of the casualty or of OH&S are minimised by controlling the hazard in accordance with OH&S requirements

1.3 Casualty's vital signs and physical condition are assessed in accordance with first aid principles

2 Apply basic first aid techniques

2.1 First aid management is provided in accordance with established First Aid procedures

2.2 Casualty is reassured in a caring and calm manner and made comfortable using available resources

2.3 First Aid assistance is sought from others in a timely manner

2.4 Casualty's condition is monitored and responded to in accordance with effective First aid principles and workplace procedures

2.5 Details of casualty's physical condition, changes in conditions, management and response to management are accurately recorded in line with organisational procedures

2.6 Casualty management is finalised according to casualty's
3 Communicate details of the incident

3.1 Appropriate medical assistance is requested using relevant *communication* media and *equipment*

3.2 Details of casualty's condition and management activities are accurately conveyed to emergency services or relieving personnel

3.3 Reports to supervisors are prepared in a timely manner, presenting all relevant facts according to established organisation procedures

**REQUIRED SKILLS AND KNOWLEDGE**

This describes the essential skills and knowledge and their level, required for this unit.

**Required skills include:**

- Comply with legislation, regulations, standards, codes of practice and established safe practices and procedures for applying basic first aid
- Use appropriate communication and interpersonal techniques with colleagues and others
- Accurately record and maintain information relating to applying basic first aid
- Efficiently and safely apply basic first aid

**Required knowledge and understanding include:**

- State/Territory OH&S legislation, regulations, standards and codes of practice relevant to the full range of processes for applying basic first aid
- Organisational and site standards, requirements, policies and procedures for applying basic first aid
- Environmental protection requirements relating to the disposal of waste material
- Established communication channels and protocols
- Problem identification and resolution
- Basic anatomy and physiology
- Basic first aid practices, procedures and limitations
- Duty of care
- Procedures for the recording, reporting and maintenance of workplace records and information
KEY COMPETENCIES

The seven key competencies represent generic skills considered necessary for effective participation by an individual in the workplace.

Performance Level 1 – at this level, the candidate is required to undertake tasks effectively.

Performance Level 2 – at this level, the candidate is required to manage tasks.

Performance Level 3 – at this level, the candidate is required to use concepts for evaluating and reshaping tasks.

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<thead>
<tr>
<th>Key Competency</th>
<th>Example of Application</th>
<th>Performance Level</th>
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<tbody>
<tr>
<td>How are ideas and information communicated within this competency?</td>
<td>Ideas and information, verbal and written, are communicated in simple English to confirm work requirements, convey information and requests to colleagues, and report and record outcomes for applying basic first aid.</td>
<td>1</td>
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<tr>
<td>How can information be collected, analysed and organised?</td>
<td>Collect, organise, interpret and understand information required to undertake the application of basic first aid.</td>
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<tr>
<td>How are activities planned and organised?</td>
<td>Organise and conduct work task activities in the correct sequence for applying basic first aid to be completed within the designated timeframes.</td>
<td>1</td>
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<tr>
<td>How is team work used within this competency?</td>
<td>Effective communication and interpersonal techniques are used with colleagues and others to maximise confidence, satisfaction and productivity during the process of applying basic first aid.</td>
<td>1</td>
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<tr>
<td>How are mathematical ideas and techniques used?</td>
<td>Mathematical ideas and techniques are used to calculate time to complete tasks and to estimate tools, equipment and material requirements including resuscitation rates.</td>
<td>1</td>
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<tr>
<td>How are problem solving skills applied?</td>
<td>Establish safe and effective processes for applying basic first aid which anticipate likely problems to avoid wastage and downtime.</td>
<td>1</td>
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<tr>
<td>How is use of technology applied?</td>
<td>Select and use first aid equipment to apply basic first aid.</td>
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RANGE STATEMENT

The Range Statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording in the Performance Criteria is detailed below. Add any essential operating conditions that may be present with training and assessment depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts.

Physical hazards  ● may include but not be limited to workplace hazards, environmental hazards, proximity of other people and hazards associated with the casualty management processes

Risk  ● may include but not be limited to worksite equipment, machinery and substances, environmental risks, bodily fluids, risk of further injury to the casualty, risks associated with the proximity of other workers and bystanders

Vital signs  ● is to include breathing, circulation and consciousness

First aid principles  ● is to include checking the site for danger to self, casualty and others and minimising the danger, checking and maintaining the casualty’s airway, breathing and circulation

First aid management  ● is to include but not be limited to workplace policies and procedures, industry or site specific regulations, codes, OH&S requirements, State and Territory workplace health and safety requirements, allergies the casualty may have, location and nature of the workplace, environmental conditions eg electricity, biological risks, weather, motor vehicle accidents, location of emergency services personnel, use and availability of First Aid equipment and resources and infection control

Casualty condition  ● may include but not be limited to abdominal injuries, allergic reactions, bleeding, burns - thermal, chemical, friction, electrical, cardiac conditions, chemical contamination, cold injuries, crush injuries, dislocations, drowning, envenom - snake, spider, insect and marine bites, environmental conditions such as hypothermia, dehydration, heat stroke, epilepsy, diabetes, asthma and other medical conditions, eye injuries, fractures, head injuries, minor skin injuries, neck and spinal injuries, needle stick injuries, poisoning and toxic substances, respiratory management of asthma and/or choking, shock, smoke inhalation, soft tissue injuries including sprains, strains, dislocations, substance abuse - including drugs, unconsciousness including not breathing and no pulse

Communication  ● may include but not be limited to mobile phone, satellite phones, HF or VHF radio, flags, flares, two-way radio,
EVIDENCE GUIDE

The Evidence Guide provides advice on assessment and must be read in conjunction with the Performance Criteria, Required Skills and Knowledge, the Range Statement and the Assessment Guidelines for this Training Package.

Overview of assessment

- A person who demonstrates competency in this standard must be able to provide evidence that they can safely and efficiently apply basic first aid according to organisational requirements

Critical aspects for assessment and evidence required to demonstrate competency in this unit

- Compliance with OH&S, environmental, and organisational/site policies and procedures, and State/Territory legislation applicable to applying basic first aid
- Communicate effectively and work safely with others in the work area
- Effectively apply basic first aid in an accident or emergency situation

Context of, and specific resources for assessment

- The application of competency is to be assessed in the workplace or realistically simulated workplace
- Assessment is to occur under standard and authorised work practices, safety requirements and environmental constraints
- Assessment of essential underpinning knowledge, other than confirmatory questions, will usually be conducted in an off-site context
- Assessment is to comply with relevant regulatory or Australian Standards requirements
- The following resources should be made available:
  - workplace location or simulated workplace
  - materials and equipment relevant to applying basic first aid
  - specifications and work instructions

Method of assessment

- Assessment must satisfy the endorsed assessment guidelines of the Forest and Forest Products Industry Training Package
• Assessment methods must confirm consistency and accuracy of performance (over time and in a range of workplace relevant contexts) together with application of underpinning knowledge

• Assessment must be by direct observation of tasks, with questioning on underpinning knowledge and it must also reinforce the integration of key competencies

• Assessment methods must confirm the ability to access and correctly interpret and apply the essential underpinning knowledge

• Assessment may be applied under project related conditions (real or simulated) and require evidence of process

• Assessment must confirm a reasonable inference that competency is able not only to be satisfied under the particular circumstance, but is able to be transferred to other circumstances

• Assessment may be in conjunction with assessment of other units of competency, including those listed above