

<b>Units of competency in this session:</b>	HLTAID001 Provide cardiopulmonary resuscitation
<b>Session prepared by:</b>	Image Australian Modern Academy Pty Ltd
<b>Resources/equipment required for delivery:</b>	<ul style="list-style-type: none"> <li>▪ Infant and adult resuscitation manikins in line with ARC Guidelines for the purpose of assessment of CPR procedures</li> <li>▪ An AED training device</li> <li>▪ An incident, injury, trauma and illness record, or other appropriate workplace incident report form</li> </ul>
<b>Supporting documents:</b>	<ul style="list-style-type: none"> <li>▪ <b>Emergency First Aid, John Haines, Edition 15 (remove if not applicable)</b> – one copy per student</li> <li>▪ Australian Resuscitation Council (ARC) Guidelines</li> <li>▪ First Aid in the Workplace: Code of Practice – Safework Australia</li> <li>▪ HLTAID001 Marking Guide (for assessor)</li> <li>▪ HLTAID001 Assessment Record Tool (for the assessor to use for recording outcomes)</li> <li>▪ HLTAID001 Assessment Task 2 &amp; 3 booklet (for students)</li> <li>▪ HLTAID001 Theory Test (for students: to be completed during the course)</li> </ul>

Time	Details	Training aids: Textbook Slides
9.00am–9.15am (15 mins)	<ul style="list-style-type: none"> <li>Trainer introduction</li> <li>About HLTAID001 Provide cardiopulmonary resuscitation</li> <li>Work health and safety procedures</li> <li>Break times</li> <li>Assessment</li> </ul>	Slide 1
9.15am–10.15am (1 hour)	<ul style="list-style-type: none"> <li>Definition of first aid</li> <li>Aims of first aid – preserve life, protect the unconscious, prevent the condition worsening, promote recovery, seek medical assistance</li> <li>Importance of reassurance and TLC</li> <li>First Aid Guidelines and peak clinical bodies</li> <li>Legal issues               <ul style="list-style-type: none"> <li>Consent</li> <li>Duty of care</li> <li>Negligence</li> <li>Record keeping</li> <li>Privacy/confidentiality</li> </ul> </li> <li>Workplace First Aid               <ul style="list-style-type: none"> <li>Code of Practice</li> <li>Employer responsibilities</li> <li>Workplace procedures</li> <li><b>GROUP WORK:</b> Group discussion on what might be included in workplace first aid/emergency procedures</li> <li>Risk Management                   <ul style="list-style-type: none"> <li><b>GROUP WORK:</b> Undertake a risk assessment for a workplace (for example, choose an environment that at least one of the students are working in) using the Hazard Risk Assessment matrix</li> </ul> </li> <li>Manual handling: Moving casualties, positioning self for first aid</li> <li>Infection control: sources of infection, dealing with blood, use of gloves, face masks, using other things for protection on the scene</li> </ul> </li> </ul>	Emergency First Aid textbook pages 2–4 Slides 2–19

Time	Details	Training aids: Textbook Slides
	<ul style="list-style-type: none"> <li>Respectful behaviour</li> <li>Basic anatomy</li> <li>Debriefing</li> <li>Emergency services numbers</li> </ul>	
10.15am–11.15pm (1 hour)	<ul style="list-style-type: none"> <li>Priorities of first aid               <ul style="list-style-type: none"> <li>Primary survey</li> <li>DRS ABCD – Basic Life Support Flow Chart</li> <li><b>GROUP WORK:</b> Practice in groups the Dangers, Response and Send for Help section of the DRSABCD</li> <li>Chain of survival – importance of early action</li> </ul> </li> <li>CPR – go through CPR in detail</li> <li>Recovery position               <ul style="list-style-type: none"> <li><b>ACTIVITY:</b> Practice placing in recovery position</li> </ul> </li> <li>Airways, CPR – compressions               <ul style="list-style-type: none"> <li>Adults and babies</li> <li>Rescue Breaths</li> <li>Single Rescuer CPR</li> <li>Duration and cessation of CPR</li> </ul> </li> <li>Defibrillation               <ul style="list-style-type: none"> <li><b>ACTIVITY:</b> practice CPR; practice use of defibrillator</li> </ul> </li> <li>Unconsciousness               <ul style="list-style-type: none"> <li>Levels of consciousness</li> <li>Airway takes precedence over other injury (spinal)</li> <li>Recovery position</li> <li><b>ACTIVITY:</b> Practice management of unconscious, breathing casualty</li> </ul> </li> </ul>	<b>Emergency First Aid textbook pages 5–21</b> Slides 20–41
11.15pm–11.45pm (30 mins)	<ul style="list-style-type: none"> <li>Assessment Task 1 (Theory Test)</li> </ul>	
11.45pm–12.30pm (45 mins)	<ul style="list-style-type: none"> <li>Assessment Tasks 2 and 3</li> </ul>	

Time	Details	Training aids: Textbook Slides
12.30pm–12.45pm (15 mins)	<ul style="list-style-type: none"><li>General discussion/feedback</li></ul>	