

The Health and Safety (First Aid) Regulations 1981 require employers to provide suitable first aid equipment, training, facilities and personnel to enable first aid to be given to employees if they are injured or become ill at work.

Under the new arrangements, the employer now has an option to train prospective first aiders on either:

Emergency First Aid at Work (EFAW), requiring 6 hours tuition.

First Aid at Work (FAW), requiring 18 hours tuition.

The **Emergency First Aid at work** course will enable candidates to:

- have an understanding of the role of a first aider including reference to the importance of preventing cross infection, the need for recording incidents and actions, and use of available equipment
- make an assessment of the situation and circumstances in order to act safely, promptly and effectively in an emergency
- administer first aid to a casualty who is unconscious (including seizure)
- administer cardiopulmonary resuscitation
- administer first aid to a casualty who is choking
- administer first aid to a casualty who is wounded and bleeding
- administer first aid to a casualty who is suffering from shock
- provide first aid for minor injuries including small cuts and grazes, splinters, bruises and minor burns and scalds

The **First Aid at work** course will enable candidates to provide emergency first aid as above and also:

- administer first aid to a casualty with injuries to bones, muscles and joints including suspected spinal injuries, chest injuries, burns and scalds, eye injuries, sudden poisoning and anaphylactic shock.
- Recognise the presence of major illness and provide appropriate first aid (includes heart attack, stroke, epilepsy, asthma and diabetes).

Heads of Department and Service Directors should carry out a first aid needs assessment to ensure the type of training course chosen is appropriate for the circumstances of their department. The University Security section will continue to provide contingency FAW cover and all security personnel will continue to be FAW certificated.

Staff wishing to become a first aider after 1 October 2009 will be required to take the new course (either EFAW or FAW dependant on the first aid requirements of their department).

Existing first aid certificate holders will not be required to take a new course until their current certificate expires at the end of the three year period. If they choose to continue as a first aider they should take the new requalification course (either EFAW or FAW dependant on the first aid requirements of their department) to obtain a new certificate.

Annual refresher training is also recommended (but not mandatory) within the three year period of certification of both FAW and EFAW.

First Aid needs assessment

(Based on the First Aid at Work Approved Code of Practice revised 2009)

