

ELEMENT

Elements define the essential outcomes of a unit of competency.

PERFORMANCE CRITERIA

The Performance Criteria specify the level of performance required to demonstrate achievement of the Element. Terms in italics are elaborated in the Range Statement.

- | | |
|--|--|
| 3. Attach and operate an AED | <p>3.1 Prepare the casualty in accordance with manufacturer's requirements and ARC Guidelines.</p> <p>3.2 Attach the <i>AED</i> and operate <i>in accordance with organisation procedures, manufacturer's guidelines, ARC guidelines and state legislation</i></p> <p>3.3 Coordinate the operation of the <i>AED</i> with the resuscitation team to minimise interruption to CPR efforts</p> |
| 4. Administer oxygen | <p>4.1 Apply the medical and safety precautions associated with storing, handling and administering oxygen</p> <p>4.2 Select and operate oxygen masks and cannulae in delivery of oxygen therapy</p> <p>4.3 Provide oxygen to a bag valve mask device</p> <p>4.4 Provide supplemental oxygen to a breathing casualty</p> |
| 5. Operate suction equipment | <p>5.1 Apply medical and safety precautions associated with the provision of manual and oxygen powered suction devices</p> <p>5.2 Select and operate suction catheters and devices</p> <p>5.3 Provide suction during the application of advanced resuscitation techniques</p> |
| 6. Restore and maintain equipment ready for future use | <p>6.1 Clean, discard, disinfect, replenish and recharge <i>equipment</i> in accordance with organisation procedures and manufacturer's instructions</p> <p>6.2 Diagnose and rectify minor faults within the scope of organisation procedures and manufacturer's instructions</p> <p>6.3 Identify and deal with major faults and defects in accordance with organisation procedures</p> |

REQUIRED SKILLS AND KNOWLEDGE

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

Essential knowledge:

- Working knowledge of:
 - Legal responsibilities and duty of care, including confidentiality
 - Basic anatomy (skeleton, muscles, joints, bones), physiology and toxicology as it relates to the provision of advanced first aid resuscitation, including:
 - . relevant organs of the cardio pulmonary system and their operation
 - . basic electrical activity associated with normal and abnormal heart rhythm
 - ARC Guidelines and/or State/Territory regulations, legislation and policies relating to provision of first aid
 - Procedures for dealing with major and minor accidents in the workplace
 - Infection control principles and procedures, including using standard precautions
 - How to gain access to and interpret material safety data sheets (MSDSs)
 - Company/organisation standard operating procedures (SOPs)
 - Priorities of management in first aid
 - Occupational health and safety requirements in the provision of first aid.
 - Capabilities of emergency management services
 - First Aiders' skills and limitations
 - Safe storage and handling procedures for pressurised gases, oxygen and battery operated equipment
 - Chain of survival, including:
 - o purpose of bystander CPR
 - o aim and function of Advanced Resuscitation techniques in the Chain of Survival
 - Benefits of providing oxygen to a casualty and of providing suction during the application of advanced resuscitation techniques
- First aid management procedures in accordance with ARC Guidelines, State/Territory regulations, legislation and policies and organisation requirements for equipment and conditions identified in the Range Statement and including:
 - use of bag valve mask device, AED, oxygen therapy equipment, manual and oxygen powered suction, and oropharyngeal airways
 - sudden cardiac arrest
 - collapse, unconsciousness
 - shock
 - airway management including foreign body airway obstruction
 - hypoxia
- Incident management procedures:
 - manual handling, hazardous substances, dangerous goods or chemicals
 - safe access to the casualty
 - awareness of confined spaces and dangerous places
 - removal of casualty to safe area, if appropriate
 - coordinate activities of other first aiders, if applicable

continued ...

Essential knowledge (contd):

- Complications and associated methods of management for conditions identified in the Range Statement
- State and territory regulations, or organisation policy requirements relating to currency of skill and knowledge
- Social issues, especially in particular workplace or community context(s) in which first aid is to be applied, including:
 - importance of debriefing
 - need to be culturally aware, sensitive and respectful
 - confidentiality
 - own skills and limitations
 - awareness of stress management techniques and available support

REQUIRED SKILLS AND KNOWLEDGE

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

Essential skills:

Ability to:

- Manage specific injuries/illnesses and conditions as identified in the Range Statement for this competency unit
- Conduct an initial casualty assessment
- Plan an appropriate first aid response in line with established first aid principles, policies and procedures, ARC Guidelines and/or State/Territory regulations, legislation and policies and industry requirements and respond appropriately to contingencies in line with own skills
- Apply appropriate resuscitation techniques, including use of:
 - oxygen in resuscitation and oxygen therapy
 - bag valve mask resuscitation device
 - AED
 - mechanical and oxygen powered suction devices
 - oropharyngeal airways
- Demonstrate:
 - assembly of the bag valve mask resuscitation device
 - effective use of the bag valve mask device on a manikin
 - selection and use of an oropharyngeal airway
 - correct selection and operation of oxygen masks and cannulae
 - provision of oxygen to a bag valve mask device
 - provision of supplemental oxygen to a breathing patient
 - correct selection and operation of suction catheters and devices
 - safe manual handling
 - adequate infection control procedures
 - consideration of the welfare of the casualty
 - safe storage and handling procedures for pressurised gases and battery operated equipment

continued ...

Essential skills (contd):

Ability to:

- Incorporate the use of all equipment into effective treatment of illness/injuries specified in the Range Statement
- Demonstrate the application of first aid principles
- Comply with OHS legislation
- Administer oxygen in line with state/territory regulations, legislation and policies and any available medical/pharmaceutical instructions
- Prepare a written incident report or provide information to enable preparation of an incident report
- Interpret and use listed documents
- Communicate effectively and assertively and show leadership in an incident
- Make prompt and appropriate decisions relating to managing an incident in the workplace
- Use literacy and numeracy skills as required to read, interpret and apply instructions, guidelines and protocols
- Call an ambulance and/or medical assistance according to relevant circumstances and report casualty's condition

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. 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.

Contextualisation to address specific requirements may include:

- Focus on first aid management of specific types of injury
- First aid provision under specific constraints or circumstances (eg. in confined spaces, in maritime work environment or in work environment involving identified risks/hazards)

First aid management must take into account:

- Workplace policies and procedures
- Industry/site specific regulations, codes etc.
- OHS requirements
- State and territory workplace health and safety requirements

A hazard is:

- A source or situation with the potential for harm in terms of human injury or ill-health, damage to property, the environment, or a combination of these

An AED is:

- Automatic External Defibrillator
- Semi-automatic External Defibrillator

Hazards may include:

- Physical hazards
- Biological hazards
- Chemical hazards
- Hazards associated with manual handling

Risks may include:

- Risks from worksite equipment, machinery and substances
- Risks from first aid equipment (oxygen cylinders, AED)
- Environmental risks
- Exposure to blood and other body substances
- Risk of further injury to the casualty
- Risks associated with the proximity of other workers and bystanders
- Risks from vehicles
- Fallen power lines, step and touch potential

Casualty's condition is managed for:

- Sudden cardiac arrest
- Collapse/unconsciousness
- Foreign body airway obstruction
- No signs of life
- Respiratory distress
- Shock
- Hypoxia

RANGE STATEMENT

First aid management skills must include in accordance with ARC Guidelines, state/territory regulations, legislation and policies and industry requirements:

- CPR
- Infection control
- AED
- Oxygen administration

First aid management must account for:

- Location and nature of the workplace
- Environmental conditions e.g. electricity (high or low voltage), biological risks, weather, motor vehicle accidents
- Location of emergency services personnel
- Number of casualties and potential casualties
- Use and availability of first aid equipment, resources and pharmaceuticals
- Types of dangers/risks to the casualty and any others in the vicinity of the situation
- Confined spaces, subject to industry need

Resources and equipment are used appropriate to the risk to be met and may include:

- Oxygen therapy equipment (e.g. masks, cannulae and tubing) and cylinders
- Bag valve mask resuscitation device
- AED
- First aid kit
- Resuscitation mask or barrier device
- Mechanical and oxygen powered suction device
- Oropharyngeal airway
- Gloves
- Razor
- Shears
- Cleaning wipes or towels

Information to be documented may include:

- Time
- Location
- Description of condition of patient
- First aid management
- Administration of medication including:
 - time
 - date
 - person administering
 - dose
- Number of electrical shocks attempted
- Vital signs

Established first aid principles include:

- Checking the site for danger to self, the casualty and others and minimising the danger
- Checking and maintaining the casualty's airway, breathing and circulation

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.

Critical aspects of assessment:

- Assessment must include demonstrated evidence of specified Essential Knowledge and Essential Skills identified in this competency unit
- Competence should be demonstrated working individually and, where appropriate, as part of a first aid team
- Consistency of performance should be demonstrated over the required range of situations relevant to the workplace or community setting
- Currency of first aid knowledge and skills is to be demonstrated in line with State/Territory regulations, legislation and policies, ARC and industry guidelines

Method of assessment may include:

- Skills in performing advanced resuscitation procedures are to be assessed through demonstration, with questioning to confirm essential knowledge
- Skills are to be assessed through simulations, using anatomical models, manikins or in a high fidelity simulation centre
- For assessment purposes, demonstration of skills in CPR procedures require using a model of the human body (resuscitation manikin) in line with ARC Guidelines

Access and equity considerations:

- All participants undertaking this unit should be aware of access and equity issues in relation to their own area of work or involvement
- All workers should develop their ability to work in a culturally diverse environment
- In recognition of particular health issues facing Aboriginal and Torres Strait Islander communities, workers should be aware of cultural, historical and current issues impacting on health of Aboriginal and Torres Strait Islander people
- Assessors and trainers must take into account relevant access and equity issues, in particular relating to factors impacting on health of Aboriginal and/or Torres Strait Islander clients and communities