



National Unit Specification: general information

UNIT First Aid (Higher)

CODE F19M 12

SUMMARY

This Unit is an optional Unit in the *National Certificate in Health and Social Care (Higher)* but is also suitable for candidates wishing to study the Unit on its own. It is suitable for candidates who have no prior knowledge or experience of first aid.

The aim of this Unit is to allow the candidate to develop the skills to deal effectively with casualties who are injured or who suffer a sudden illness prior to medical aid being available. This Unit will be taken by those who wish to learn the current First Aid procedures in order to save a life and who may want to learn about first aid in the workplace. This Unit will teach the correct decisions and actions to be taken promptly and effectively in the event of an accident.

If the candidate wishes to have the support and training as a Work Place First Aider then this will require taking an additional course which is accredited and run by a Health and Safety Executive approved organisation.

The Unit is suitable for candidates who wish to gain employment, or may already be employed, in the care sector.

OUTCOMES

- 1 Explain the management of first aid in line with current Health and Safety Executive Guidelines.
- 2 Explain the theory and practice of life saving procedures in line with current Health and Safety Executive Guidelines.
- 3 Explain the assessment, management and treatment of injuries and conditions in line with current Health and Safety Executive Guidelines.
- 4 Demonstrate first aid procedures and treatment of injuries and conditions in line with current Health and Safety Executive Guidelines.

Administrative Information

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National Unit Specification: general information (cont)

UNIT First Aid (Higher)

RECOMMENDED ENTRY

While entry is at the discretion of the centre, candidates would normally be expected to have attained one of the following, or equivalent:

- ◆ A Course or its Units in Care at Intermediate 2 level
- ◆ A Course or its Units in Early Education and Childcare at Intermediate 2 level
- ◆ Standard Grade in a social subject at Credit level
- ◆ Standard Grade in a science subject at Credit level
- ◆ Standard Grade in Social and Vocational Skills at Credit level

CREDIT VALUE

1 credit at Higher (6 SCQF credit points at SCQF level 6*)

**SCQF credit points are used to allocate credit to qualifications in the Scottish Credit and Qualifications Framework (SCQF). Each qualification in the Framework is allocated a number of SCQF credit points at an SCQF level. There are 12 SCQF levels, ranging from Access 1 to Doctorates.*

CORE SKILLS

While there is no automatic certification of Core Skills in this Unit, there may be opportunities for developing aspects of Core Skills.

National Unit Specification: statement of standards

UNIT First Aid (Higher)

Acceptable performance in this Unit will be the satisfactory achievement of the standards set out in this part of the Unit Specification. All sections of the statement of standards are mandatory and cannot be altered without reference to the Scottish Qualifications Authority.

OUTCOME 1

Explain the management of first aid in line with current Health and Safety Executive Guidelines.

Performance Criteria

- (a) Explain the responsibilities of being a first aider at work.
- (b) Explain the measures required to ensure safety of all persons at an accident scene.
- (c) Explain the recording procedures used in first aid at work.
- (d) Explain the process of dealing with first aid incidents.

OUTCOME 2

Explain the theory and practice of life saving procedures in line with current Health and Safety Executive Guidelines.

Performance Criteria

- (a) Explain the theory and practice of resuscitation.
- (b) Explain the procedures for dealing with choking or other respiratory problems.
- (c) Explain the procedures for dealing with the Heart and circulatory problems.

OUTCOME 3

Explain the assessment, management and treatment of injuries and conditions in line with current Health and Safety Executive Guidelines.

Performance Criteria

- (a) Explain the assessment and management of injuries to skeleton, joints and muscles.
- (b) Explain the assessment and management of problems related to the injury to the nervous system.
- (c) Explain the assessment and management of other injuries and conditions.

OUTCOME 4

Demonstrate first aid procedures and treatment of injuries and conditions in line with current Health and Safety Executive Guidelines.

Performance Criteria

- (a) Demonstrate specific first aid procedures.
- (b) Demonstrate the management and treatment of specific injuries and conditions.

National Unit Specification: statement of standards (cont)

UNIT First Aid (Higher)

EVIDENCE REQUIREMENTS FOR THIS UNIT

Details of the mandatory content for this Unit can be found in the appendix at the end of this Unit specification.

Written and/or recorded oral evidence is required to demonstrate that the candidate has achieved all Outcomes and Performance Criteria.

Outcomes 1, 2 and 3

Written and/or oral evidence should be produced under closed-book, supervised conditions within a time limit of **40 minutes**.

As candidates will develop their knowledge as they study the content related to this Outcome, it is appropriate for candidates to attempt this assessment once they have covered all relevant content.

A single question paper with short and restricted response questions, such as illustrated in the National Assessment Bank item for this Unit, could be used. It is acceptable for the use of oral questions to replace all or part of the theory paper, provided the questions and the responses are recorded and they meet the coverage of all Outcomes and Performance Criteria.

Each assessment must sample across the mandatory content of the Unit and will allow candidates to generate evidence which covers:

- ◆ The role of a first aider
- ◆ **two** responsibilities of being a first aider
- ◆ **two** measures to ensure safety for persons at an accident
- ◆ **a brief** explanation of the recording procedures related to first aid
- ◆ the process of dealing with a specific incident
- ◆ the correct procedure for CPR on either an adult, or a child, or an infant
- ◆ **one** procedure for dealing with choking or other respiratory problems
- ◆ **one** procedure for dealing with a heart attack or other circulatory problem
- ◆ **one** explanation of how to diagnose and treat an injury to either a bone, a joint or a muscle.

The use of a cut-off score may be appropriate for this assessment.

Outcome 4

Performance and additional evidence is required to demonstrate candidates have achieved this Outcome and Performance Criteria.

The first aid procedures assessed in Outcome 4 are those covered in theory in Outcomes 2 and 3.

National Unit Specification: statement of standards (cont)

UNIT First Aid (Higher)

Performance evidence must cover:

- ◆ cardio-pulmonary resuscitation on either infant, child or adult manikin.
- ◆ placing someone correctly into the recovery position
- ◆ the use of techniques, equipment, or dressings to treat **one** injury and **one** condition from those listed in the appendix to the Statement of Standards .

Practical resuscitation (CPR) assessment should be completed using at least the adult manikin, but **additional evidence** in the form of oral questions (checklist) should be used to check knowledge of practice as applied to the others; child and baby. All 3 manikins should be used in teaching practical sessions.

Candidates should be tested on a sampling basis with each candidate being asked different questions; exceptions to this are CPR and recovery position which must be covered by each candidate. The use of oral questioning will enable assessors to cover the details not demonstrated and sometimes absent in simulation.

This practical test should not be in excess of **20 minutes** and may be conducted using two candidates at a time. One can act as the injured person for the other (except for CPR).

Candidates must not be aware of the specific injury and condition chosen before the assessment event.

If reassessment is required, a different injury and/or condition should be sampled.

The standard to be applied, the breadth of coverage, appropriate cut-off score for Outcome 1 and appropriate assessor checklists are illustrated in the National Assessment Bank (**NAB**) items available for this Unit. Centres wishing to develop their own assessments should refer to the NAB to ensure a comparable standard.

National Unit Specification: support notes

UNIT First Aid (Higher)

This part of the Unit Specification is offered as guidance. The support notes are not mandatory.

While the exact time allocated to this Unit is at the discretion of the centre, the notional design length is 40 hours.

GUIDANCE ON THE CONTENT AND CONTEXT FOR THIS UNIT

The mandatory content for this Unit can be found in the appendix at the end of this Unit Specification

This is an optional Unit in the *National Certificate in Health and Social Care (Higher)*.

The content of this Unit and the assessments for this Unit must be in line with the current Health and Safety Executive Guidelines as published in the Authorised Manual of the Voluntary Aid Societies — St. John's Ambulance and St. Andrew's Ambulance Associations and the British Red Cross. This content should be reviewed annually and SQA approved changes integrated in delivery and assessment.

The incidents to be covered are defined in the appendix.

The aim of the Unit is to develop the skills to deal effectively with casualties who are injured or who suffer a sudden illness, prior to the casualty being placed in the care of medically qualified personnel. In delivering the Unit teachers/lecturers should focus on the first aid priorities for each subject area and the ways of managing each injury or condition. Candidates should be aware of the recognition and first aid procedures for a wide variety of injuries and conditions and be able to deal with an unknown first aid incident whether a full emergency or a minor first aid treatment.

Outcome 1

This Outcome provides candidates with the knowledge and skills to manage a variety of incidents involving casualties requiring first aid. This Outcome does not deal with the management of specific conditions. Candidates should be aware of the need for a speedy assessment of the situation and safety requirements in relation to the casualty, themselves and others. Areas to be covered in this Outcome should include:

- ◆ The role and responsibilities of a first aider, including appropriate legislative requirements.
- ◆ Safety issues, as defined in the appendix.
- ◆ Action at an emergency, including assessing the situation, making the area safe, managing single and multiple casualties, checking the casualty, gaining assistance from others, including the emergency services, and passing on information.
- ◆ The process of dealing with incidents includes assessing a casualty and must include primary and secondary surveys and examination of a casualty and reporting and recording as defined in the appendix.

National Unit Specification: support notes (Cont)

UNIT First Aid (Higher)

Outcome 2

This Outcome provides candidates with the knowledge and skills required to assess, manage and provide first aid to casualties in need of resuscitation, respiratory and heart and circulatory problems. Outcome 4 should be integrated with this Outcome to ensure that the theory aspects of the Unit are delivered alongside the practical application of the theory base. Candidates should be aware of the respiratory and circulatory systems and how they are affected in accidents or conditions. They should know the procedures for maintaining an open airway. The full resuscitation sequence for CPR should be covered in relation to the adult. This sequence can be used on children and babies but candidates need to be aware of the modifications to make it more suitable for a child or a baby. The recognition and treatment of choking for adult, child and baby should be covered.

Outcome 3

This Outcome is to provide candidates with the knowledge and skills required to diagnose, manage and provide first aid procedures to a variety of injuries and conditions including internal injuries from such things as poisons. Outcome 4 may be integrated with this Outcome in order to ensure that the theory aspects of the Unit are delivered alongside the practical application of the theory base. Candidates should be made aware of procedures for monitoring vital signs, including levels of responsiveness, pulse, breathing and temperature. Bandages and dressing techniques should be integrated into the first aid process for each injury.

The correct use and practice of the recovery position should be covered.

Candidates should be aware of the assessment, management and control of injuries and conditions specified in the appendix to the Statement of Standards.

Outcome 4

This Outcome is to provide candidates with the practical skills required to manage and treat a variety of conditions including resuscitation. The delivery of this Outcome should be fully integrated into Outcomes 2 and 3. See *appendix to statement of standards* for content.

GUIDANCE ON LEARNING AND TEACHING APPROACHES FOR THIS UNIT

Outcomes 1, 2 and 3

A teacher/lecturer with a current Qualified First Aid at Work qualification should deliver this Unit. The Unit is designed to provide and develop knowledge and skills in first aid to enable the candidate to manage effectively first aid situations.

The teacher/lecturer should deliver the Unit using the current theory and practical procedures available from the Voluntary Aid Societies. Due to the practical nature of this Unit it is suggested that the optimum size of class for effective delivery should be about 12 candidates.

National Unit Specification: support notes (Cont)

UNIT First Aid (Higher)

In delivering this Unit there should be a balance between teacher/lecturer exposition and candidate centred learning. At least half of the time allocated to this Unit should be of a practical nature. Outcomes 1, 2 and 3 can be explored using a variety of methods, eg:

- ◆ Practical exercises in small groups
- ◆ Case studies/scenarios
- ◆ Worksheets
- ◆ Individual research including the use of appropriate websites
- ◆ Video/audio material. A number of current DVDs are available on first aid procedures
- ◆ Demonstrations
- ◆ Practical exercises

Outcome 4

This covers the practical requirement for dealing with incidents and relating them to the theory included in Outcomes 2 and 3.

This may be integrated with the theory by use of demonstration and practice.

Infant, child and adult resuscitation using manikins should be covered in practical teaching. Only the adult resuscitation has to be assessed on a manikin. The other two procedures would be covered by oral questioning with the candidate explaining the differences to the one demonstrated. If time permits, candidates should be given the opportunity to demonstrate all three resuscitation procedures.

The use of techniques, equipment, dressings and bandages, etc should be included in the practical lessons and assessment on the control and treatment of injuries and conditions as specified in Outcome 2 and 3 above.

OPPORTUNITIES FOR CORE SKILL DEVELOPMENT

Throughout this Unit, in learning, teaching and assessment, candidates are required to describe and to explain theories and principles at various stages. This provides opportunities to develop aspects of the Core Skill of Communication.

GUIDANCE ON APPROACHES TO ASSESSMENT FOR THIS UNIT

The mandatory content for this Unit can be found in the appendix at the end of this Unit Specification

The assessment for this Unit is laid out clearly in the Evidence Requirements section of the Statement of Standards of this specification. The standard to be applied is exemplified in the National Assessment Bank item for this Unit. If a centre wishes to design its own assessments for this Unit, they should be of a comparable standard. As indicated, question paper based assessment should be carried out under supervision. A variety of approaches could be used. A practical and oral assessment must take place to ensure that Outcome 4 is achieved. A holistic approach should be taken with assessment across Outcomes and where appropriate, across other Units. A record of the oral and practical questions asked should be made.

National Unit Specification: support notes (Cont)

UNIT First Aid (Higher)

CANDIDATES WITH DISABILITIES AND/OR ADDITIONAL SUPPORT NEEDS

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments, or considering alternative Outcomes for Units. Further advice can be found in the SQA document *Guidance on Assessment Arrangements for Candidates with Disabilities and/or Additional Support Needs* (www.sqa.org.uk).

National Unit Specification: appendix to the Statement of Standards

UNIT First Aid (Higher)

NB: This appendix is within the statement of standards, ie the mandatory requirements of the Unit

The content of this Unit must be delivered in line with the current Health and Safety Executive Guidelines. Teachers/lecturers must therefore ensure that they are aware of current Guidelines before delivering the Unit.

NB Should current Guidelines be revised at any time in the future it is the responsibility of teachers/lecturer to ensure that account is taken of the revisions.

The following is a list of items which must be covered in the learning and teaching of the Unit:

Outcome 1

The range of management priorities should include:

- ◆ first aid: priorities, roles and responsibilities.
- ◆ safety, specifically: spinal problems, prevention of infection, making the area safe, safety of self, casualties and others. Casualties, refers to single and multiple casualties.
- ◆ recording of information which should refer to making a report containing information on the identities of the casualties, the history of the incident, a brief description of any injuries, unusual behaviour, and first aid given and levels of responsiveness of the casualties and the formal records required for first aid when in employment.
- ◆ a variety of incidents should be covered, including: road traffic accidents, fires, electrical injuries, explosions and water rescue
- ◆ the process of dealing with incidents includes getting help from people at the incident, as well as the emergency services (ie hand over) and the process of making an emergency telephone call.

Outcome 2

The basics of the breathing and circulation system should be covered to enable the candidates to understand and apply the procedures.

The resuscitation of adult, child and baby should be covered in theory and practice and should include:

- ◆ life saving priorities
- ◆ identification of responsiveness
- ◆ checking for airway obstruction and/or breathing normal
- ◆ opening the airway
- ◆ calling for help (999) at the correct time — by the first aider or by instructing others
- ◆ cardio pulmonary resuscitation
- ◆ the recovery position.

National Unit Specification: appendix to the Statement of Standards

UNIT First Aid (Higher)

Causes of low oxygen in the blood:

- ◆ obstruction
- ◆ suffocation
- ◆ chest wall injury
- ◆ lung collapse
- ◆ impaired O₂ uptake CO or Cyanide
- ◆ asthma
- ◆ croup
- ◆ hyperventilation
- ◆ the causes and treatment of choking in adults, children and infants.

Heart and related problems:

- ◆ heart and circulation problems
- ◆ shock
- ◆ anaphylactic shock
- ◆ angina
- ◆ heart attack.

Outcome 3

This should cover:

- ◆ a basic outline of the main parts of the skeleton and its various types of joint
- ◆ how the main muscles work to allow movement and what can go wrong and cause injury

The variety of injuries and conditions should include the assessment, recognition and appropriate first aid for:

- ◆ bone, joint and muscle injuries; fractures — open and closed types; fractures to: limbs, hands, feet, facial, pelvis, collarbone, spinal bones

A basic outline of the nervous system and how it works to protect the body and appropriate first aid for:

- ◆ disorders of consciousness
- ◆ head injury, concussion, stroke
- ◆ migraine
- ◆ meningitis

National Unit Specification: appendix to the Statement of Standards

UNIT First Aid (Higher)

A basic outline of the structure and functions of the skin and appropriate first aid for:

- ◆ burns and scalds
- ◆ bites and stings
- ◆ meningitis symptoms and procedures for checking
- ◆ chemical damage to eye and mouth
- ◆ sunburn, frostbite, hypothermia, hyperthermia.
- ◆ poisoning
- ◆ movement of casualties

Outcome 4

This includes the practical element for the theory covered in Outcomes 2 and 3.

Teaching must include practical demonstration and candidate practice.

Teaching includes:

- ◆ The process of cardio-pulmonary resuscitation including procedures for infants, children and adults
- ◆ The use of techniques, equipment, dressings and bandages and the treatment of such injuries and conditions as covered in Outcomes 2 and 3, should be covered in practical lessons
- ◆ Placing someone in the recovery position