



# PRICING POLICY

**It is the policy of First Aid Awards to maintain a pricing structure that is:**

- Fair and appropriate
- Clear and transparent, with no hidden extras
- Value for money for Centres, recognising their need to be commercially competitive

## PRICE LIST

All prices shown are VAT exclusive and a standard rate of 20% must be applied

### APPROVED CENTRE REGISTRATION FEES:

#### FEE

Registration Fee (Includes £250.00 for Initial External Quality Assurance Visit) £ 340.00

It is a quality assurance requirement that Centres have an External Quality Assurance visit within 3 months of being awarded FAA Approved Centre status. For Centres wishing to offer SQA Accreditation qualifications, the quality assurance visit will need to be undertaken prior to awarding any SQA Accreditation certification.

### ONGOING QUALITY ASSURANCE FEES:

#### FEE

External quality assurance (EQA) visit £ 250.00

Desktop quality assurance FREE OF CHARGE

The FAA quality assurance procedure alternates between on-site EQA visits and desktop audits on an annual basis. FAA will conduct an on-site EQA visit shortly after Centre registration which is included in the registration fee. A year after registration the Centre will be required to complete a desktop audit which is conducted by FAA free of charge and will then alternate between on-site EQA visits and desktop audits for the lifetime of your Centre registration.

Ad hoc EQA visits may also be required should a need be identified during routine quality assurance procedures. The Centre will be informed of the fee and reasons for the visit in advance.

Please note any visit cancelled within 14 – 28 days of the visit date will be charged at 50% of the visit fee. A visit cancelled within 14 days of the visit date will be charged at the full EQA visit fee.

### INDEPENDENT PANEL APPEAL REVIEW

Should a Centre wish to appeal against a decision made by FAA a fee of £200 is payable upon lodging the appeal.

This fee will be refunded should the appeal be upheld.



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### CERTIFICATION FEES (Price per certificate):

Certification fees include the provision of plastic wallet-sized qualification card and course paperwork.

RQF Level 3 (SCQF Level 6 - Scotland)	First Aid at Work (3-Day course)	£10.00
RQF Level 3 (SCQF Level 6 - Scotland)	First Aid at Work – Re-qualification (2-Day course)	£10.00
RQF Level 3 (SCQF Level 6 - Scotland)	Emergency First Aid at Work	£ 6.50
RQF Level 3 (SCQF Level 6 - Scotland)	Paediatric First Aid (2-Day course)	£ 10.00
RQF Level 3 (SCQF Level 6 - Scotland)	Paediatric First Aid (Unit 2)	£ 6.50
RQF Level 3 (SCQF Level 6 - Scotland)	Emergency Paediatric First Aid	£ 6.50
RQF Level 2 (SCQF Level 5 - Scotland)	Activity First Aid (Day 1 / Unit 1)	£ 6.50
RQF Level 2 (SCQF Level 5 - Scotland)	Activity First Aid (Day 2 / Unit 2)	£ 6.50
RQF Level 2 (SCQF Level 5 - Scotland)	Activity First Aid (2-Day course)	£10.00
RQF Level 2 (SCQF Level 5 - Scotland)	CPR & AED	£ 6.50
RQF Level 2 (SCQF Level 5 - Scotland)	Basic Life Support and Safe Use of an AED	£ 6.50
RQF Level 2 (SCQF Level 5 - Scotland)	First Aid at Work Risk Assessment - Principles and Practice	£ 6.50
RQF Level 1 (SCQF Level 4 - Scotland)	Health & Safety in the Workplace	£ 6.50
RQF Level 2 (SCQF Level 5 - Scotland)	Health & Safety in the Workplace	£ 6.50
RQF Level 2 (SCQF Level 5 - Scotland)	Manual Handling Principles and Practice	£ 6.50
RQF Level 1 (SCQF Level 4 - Scotland)	Fire Safety Awareness	£ 6.50
RQF Level 2 (SCQF Level 5 - Scotland)	Fire Safety	£ 6.50
RQF Level 2 (SCQF Level 5 - Scotland)	Food Safety in Catering	£ 6.50
RQF Level 2 (SCQF Level 5 - Scotland)	Good Nutrition	£ 6.50
RQF Level 3 (SCQF Level 6 - Scotland)	Oxygen Therapy Administration	£ 6.50
RQF Level 3 (SCQF Level 6 - Scotland)	Immediate Management of Anaphylaxis	£ 6.50
RQF Level 3 (SCQF Level 6 - Scotland)	Principles of Safeguarding and Protecting Children, Young People or Vulnerable Adults	£ 6.50

### REPLACEMENT CERTIFICATES

Replacement certificates will be charged at the cost of £5.00 per certificate.

The re-print can be received either by hard copy in the post or by an e-cert that can be emailed.

### E-CERTIFICATION

E-certificates are available - price on application. A credit account is required to access this facility.

### BESPOKE/NON-REGULATED QUALIFICATIONS

First Aid Awards supports the development of bespoke courses by Centres that are specially designed to meet the needs of a client. Fees on application.

### POSTAGE & PACKAGING

There is no additional charge for the postage of certificates in the UK. There will be an additional charge for postage outside the UK calculated at the most economical rate available by postal service or courier.

### PAYMENT

Payment must be made by card at the time of order or, for business account holders, within 30 days of invoice.

No goods or services can be delivered without payment in advance or an active credit account in place with FAA.

To set up an account please contact [accounts@firstaidawards.com](mailto:accounts@firstaidawards.com)

### MINIMUM ANNUAL SPEND

A Centre will be subject to a minimum annual spend of £500 exclusive of VAT per calendar year from the date of Centre registration.

Centres that do not reach the minimum threshold will be invoiced for the difference between their actual spend and the minimum threshold. The Centre is not entitled to roll over purchases from one 12 month period to another.

