



## SESSION PLAN

# FAA LEVEL 2 AWARD IN EMERGENCY FIRST AID AT WORK (RQF)

(England, Wales and Northern Ireland)

# AWARD IN EMERGENCY FIRST AID AT WORK AT SCQF LEVEL 5

(Scotland)

## Emergency First Aid at Work : 6 hour session

Please note that session plan timings are approximate. Trainer/Assessors may need to be flexible and responsive taking into account the size and needs of the class.

### Overview

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<b>Module 1</b>	Introductions
<b>Module 2</b>	What is First Aid?
<b>Module 3</b>	Legislation
<b>Module 4</b>	Responsibilities
<b>Module 5</b>	Action in an Emergency
<b>Module 6</b>	Primary Survey
<b>Module 7</b>	Secondary Assessment
<b>Module 8</b>	The Respiratory System
<b>Module 9</b>	Resuscitation and AED
<b>Module 10</b>	Disorders of Respiration
<b>Module 11</b>	Disorders of Circulation
<b>Module 12</b>	Wounds and Bleeding
<b>Module 13</b>	Epilepsy
<b>Module 14</b>	Minor Burns and Scalds
<b>Module 15</b>	Foreign Objects and unit closure

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### **MODULE 1 INTRODUCTION**

**Session content** Tutor introduction (*brief history*)  
Learner introductions  
Administration  
Learning outcomes  
Syllabus  
Assessment process

**Session duration** 15 minutes

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### **MODULE 2 WHAT IS FIRST AID?**

**Session content** Definition of First Aid  
The Aims of First Aid

**Session duration** 10 minutes

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## SESSION PLAN

### **MODULE 3      LEGISLATION**

**Session content** Health & safety regulations  
First Aid provision  
First Aid kits & contents  
Accident and incident reporting  
RIDDOR

**Session duration** **15 minutes**

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### **MODULE 4      RESPONSIBILITIES**

**Session content** Roles and Responsibilities of the Emergency First Aider  
Consent  
Priorities of First Aid treatment  
Communication with casualties  
Contacting the emergency services  
Infection control

**Session duration** **20 minutes**

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### **MODULE 5      ACTION IN AN EMERGENCY**

**Session content** Factors involved in an emergency  
Assessing the scene (*dangers*)  
Safety approach

**Session duration** **15 minutes**

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### **MODULE 6      PRIMARY SURVEY**

**Session content** DR ABC  
Safety  
Calling for help  
Assessing the levels of responsiveness  
Airway and breathing checks  
Your bystander

**Session duration** **30 minutes**

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### **MODULE 7      SECONDARY ASSESSMENT**

**Session content** Casualty assessment  
Recovery position - how and why

**Session duration** **30 minutes**

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### **MODULE 8      THE RESPIRATORY SYSTEM**

**Session content** How oxygen enters and travels around the body  
How we breathe in and out  
Composition of air we breathe in and out

**Session duration** **10 minutes**

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## SESSION PLAN

### **MODULE 9 RESUSCITATION AND AED**

**Session content** Principles of cardiopulmonary resuscitation  
Current resuscitation guidelines  
CPR on your own  
CPR with help available  
Alternative types of expired air ventilation  
Use of face shields and masks  
Safe use of an AED  
Chain of survival  
Problems encountered during resuscitation

**Session duration** **45 minutes**

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### **MODULE 10 DISORDERS OF RESPIRATION**

**Session content** Choking - responsive adult  
Choking - unresponsive adult

**Session duration** **20 minutes**

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### **MODULE 11 DISORDERS OF CIRCULATION**

**Session content** How the circulatory system works  
Blood composition  
The definition, causes, recognition and treatment for the following disorders

- Shock
- Fainting

**Session duration** **20 minutes**

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### **MODULE 12 WOUNDS AND BLEEDING**

**Session content** Types of wound  
Types of bleeding  
Preventing cross-infection  
General rules for bandaging  
Treatment of bleeding  
Wounds with embedded objects  
Internal bleeding recognition and treatment  
Amputations  
Minor cuts and grazes  
Bruising  
Nose bleeds

**Session duration** **45 minutes**

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### **MODULE 13      EPILEPSY**

**Session content**      Recognition of an epileptic seizure  
                                 Treatment for a minor seizure  
                                 Treatment for a major seizure

**Session duration**      **20 minutes**

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### **MODULE 14      MINOR BURNS AND SCALDS**

**Session content**      Causes of burns  
                                 Classification of burns  
                                 Treatment of burns

**Session duration**      **20 minutes**

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### **MODULE 15      FOREIGN OBJECTS AND UNIT CLOSURE**

**Session content**      Treatment for small splinters  
                                 Assessment paper and unit closure

**Session duration**      **45 minutes**

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