



Course Title - HSE Emergency First Aid at Work (EFAW) This is the wording on the certificate and what the HSE will demand the course is 'sold as' however I can't see a problem if you want to market this course as a 'first aid for professional drivers' or similar as long as you explain they will receive an HSE EFAW qualification following the course.

Course Aim -

To provide a nationally recognised first aid qualification with training relevant to the risks and environments of professional driving. If you plan to name the course differently for JAAPT purposes then I would also include the following statement here: "Upon successful completion of the course participants will be awarded the HSE Emergency First Aid at Work qualification"

Duration - One full day (6.5 hours teaching time)

The EFAW course requires a minimum of 6 hours contact time (excluding breaks) so you can't go below that - in order to make the course as flexible as possible in terms of relevant content we'd ideally want as much time as possible - I've allowed 6.5 hours to ensure HSE requirements are met allowing for breaks but also to show that we are adding enough time to ensure additional relevant topics are covered - this should hopefully be appreciated by clients and JAAPT but also stops the HSE becoming concerned that too much is being squeezed into their six hours in a way that their required lesson content could suffer. In reality we always advertise EFAW's over an 8 hour day to allow for training, breaks and admin.

Maximum Students per course - 12 (per single instructor) Assuming suitable resources/venue more can be taught at once if additional instructors are on site

Assessment Method - In accordance with HSE requirements the EFAW is assessed by continual monitoring of practical and theoretical knowledge under the discretion of the instructor. The use of frequent practical sessions and confirmatory questioning will allow the instructor to complete an ongoing assessment matrix, this is a checklist they sign to confirm they have witnessed each student carrying out correct procedure during the practices. HSE are happy with this form of assessment on a one day course so I can't see the JAAPT complaining - it is no problem to include a written test if the JAAPT demands a more formal test however if it would eat into the time for practical training and of course records of completed testing would need to be kept so if you think JAAPT will be happy without it I'd steer clear of volunteering any kind of more formal testing.

Name of Trainers - Russell Colman, Karen Colman, Wayne Hurley

Trainers Background/Qualifications We have the relevant paperwork to back this information up

Russell Colman	Karen Colman	Wayne Hurley
Class One Combat medical technician (12 years)	Instructor CRT medical Ltd	Class One Combat medical technician (22years)
Chief Instructor CRT medical Ltd	First Aid at Work Instructor/Assessor Qualification	First Aid at work Instructor/assessor qualification
First Aid at Work Instructor/Assessor Qualification	Medical Gases qualifies	Method of Instruction— teaching qualification
Medical Gases qualified	AED qualified	City and Guilds certificate in emergency care
AED Qualified	City and Guilds Teaching qualification	Former instructor at Defence Medical Services Training Centre
City and Guilds C7302 - Teaching Qualification	Experienced first aid trainer	Experienced first aid instructor and assessor
Edexcel BTEC Level 4 - Teaching Qualification	Experienced Advanced first aider	
DSTT ALSL - Train the trainer Qualification	Remote mountain first responder	

Time	Duration	Description/Lesson	Method	Resources
0900	10mins	Course Admin	ID Check, Attendance List, Overview/Welcome	Course Paperwork
0910	60mins	Incident Management and Casualty Assessment	Flipchart/Demo/Practice in pairs	Flipchart, Mats, scenario pictures
1015	15mins	Choking Casualty	E.D.I.P Practice in pairs	Mats, Manikins
1030	15mins	BREAK		
1045	60mins	Non– Breathing Casualty (CPR)	Demonstrate technique/Practical in pairs with various scenarios	Flipchart, Mats, Manikins, Hygiene Equipment
1145	60mins	Bleeding and Wounds	Discuss injury history, Identify wound severity, Demo/Practice in pairs and Self treatment	Wound pictures, Wound arm, Dressings, Gloves
1245	40mins	LUNCH		
1325	20mins	Shock	Define and Identify Signs/ Symptoms. Demo treatment	Flipchart/P.Point
1345	60mins	Common Illness	Identify common issues incl Seizures, Student interaction with Cas cards - Group work	Cas Cards, Various medication examples and Tags, Manual
1445	15mins	BREAK		
1500	60mins	Traumatic Injury	Practical Training in Paris and group work—discussion	Mats, Helmets, Manual
1600	30mins	Practical Review	Working in pairs - various scenarios with mix of trauma and illness	Mats, Manikins, Dressings, gloves, Hygiene Equipment
1630	20mins	After Incident Action	Discuss student methods, Explain RIDDOR etc	Accident Book
1650	10mins	Feedback and Close		Course Paperwork
1700		END		

This overview is about as basic as we can get. In reality the lesson plans themselves would be laid out in a slightly different format which allows greater flexibility for teaching groups from different backgrounds - if you want to send a more detailed/ exact outline for the way the courses will be taught I can get something to you tomorrow. This table demonstrates the basic elements that will be in every course however the timings will probably not run exactly as we tend to teach by walking through scenarios that combine subject matter to maintain interest and interaction.

The course MUST include (for HSE purposes) the following:

Unconscious casualty assessment, Choking, CPR, Seizures, Bleeding, Shock, Minor wounds eg. Burns/splinters etc), Recording and Reporting, Scene Safety

We would also include on EVERY course a basic element of:

Traffic issues and further scene awareness, Spine injury and Head injury, Severe Bleeding, Electrocution (overhead cables) Crush injury, Fractures, Epipen, Illness including heart issues, diabetes and asthma

We can then add additional topics or go into more depth on the items listed above as relevant to the group - these could include:

Chainsaw injury, Helmet removal, Hypothermia, Dehydration/Heat illness, sprains and strains, Eye injury, Various common illnesses, Casualties who are stuck in confined space, Pedestrian casualties, Vehicle safety, Chemical burns and a whole host of other items.

By labelling the lessons as "Traumatic Injury" and "Common Illness" - assuming JAUPT are happy with that" allows us to pick and choose the actual content and lesson plans can be provided for all of the above.