

## HLTAID016 MANAGE FIRST AID SERVICES & RESOURCES



SHE Group (Safety Health and Environment) is a privately owned and operated business based in Brisbane, Queensland. We specialise in quality education and training, first aid supplies and WHS contracting services to Australian workplaces. Our priority is to deliver professional, affordable, and engaged onsite consulting services to our community.

SHE Group is a third party provider delivering nationally recognised training and assessment in WHS and First Aid courses on behalf of Allens Training Pty Ltd RTO 90909.

### HLTAID016 MANAGE FIRST AID SERVICES & RESOURCES

This course should be undertaken by those in nominated occupational first aid or management roles who are required to establish, maintain, and facilitate the provision of appropriate first aid in the workplace.

Training will ensure participants can effectively undertake risk assessment as a basis for determining first aid resources, equipment, personnel, and facilities in line with safe work practices, first aid code of practice and relevant state/territory Work Health and Safety Regulatory Authority. This will include inspections of first aid kits and using checklists for stock ordering, use, recovery, maintenance, and storage.

Participants will learn to develop and maintain first aid action plans in consultation with relevant parties and take part in incident debriefing or evaluation to improve future operations and address individual needs.

#### PREREQUISITE:

Participants must have the physical capacity to establish and maintain first aid facilities and equipment. Participants must have literacy skills to complete documentation and read instructions.

#### Online study options:

Students must have access to a computer, smartphone, tablet or other electronic device with access to the internet to complete the online/ pre-course studies.

#### AWARD ISSUED:

- **HLTAID016 MANAGE FIRST AID SERVICES AND RESOURCES**

This unit **HLTAID016** Manage first aid services and resources **supersede** the previous competency **HLTAID008** Manage first aid services and resources. If you specifically need to complete HLTAID008 Manage first aid services and resources for any reason, please contact us to discuss your options.



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### ASSESSMENT REQUIREMENTS:

Individuals undertaking this course will be expected to complete both written and practical assessment tasks.

#### Performance tasks:

- Conduct a Risk Assessment
- Develop a First aid response plan
- Conduct a first aid kit content check
- Complete a notifiable incident report form
- Participate in a debrief and evaluation session
- Maintain first aid equipment

#### Theory assessment:

A written assessment consisting of multiple-choice and short answer questions.

### COURSE DURATION:

- Face to Face Delivery:  
6 hours (minimum) full face to face course.
- Online with Face to Face Training  
1 hour (minimum) face to face course.

### CERTIFICATION REQUIREMENTS:

Employers are recommended to consult with stakeholders to identify appropriate training periods. Specific licensing requirements relating to this competency, including requirements for refresher training, should be obtained from the relevant state/territory Work Health and Safety Regulatory Authority.

### COURSE INFORMATION:

- [HLTAID016 MANAGE FIRST AID SERVICES AND RESOURCES](#)
- [Student Handbook](#)

### SHE GROUP INFORMATION

In addition, SHE Group provides work health and safety information, products and consulting services. Our passionate, dedicated and experienced facilitators have years of experience in pre-hospital care and first response environments.

*If you are looking for group training, please email us for a quote or additional information today.*