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SHEGROUP
SAFETY, HEALTH & ENVIRONMENT

ABN 80 902 952 302
www.shegroup.com.au

HLTSS00068 OCCUPATIONAL FIRST AID SKILL SET

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.

This course is appropriate for people either employed in or intending to become engaged in nominated occupational first-aid roles. It is delivered in line with the Australian Resuscitation Council guidelines, relevant state/territory Work Health and Safety Regulatory Authority requirements, safe work practices, and the first aid code of practice.

The course provides simulated real-life scenarios for a set of skills to provide advanced first aid, oxygen therapy, advanced resuscitation, ongoing monitoring and care after treatment, handover of the casualty to emergency services and incident debriefing or evaluation to improve future operations, address individual needs recognising psychological impacts and seeking help as required.

Participants learn to develop and maintain first aid action plans in consultation with relevant parties, undertake a risk assessment to establish, maintain and facilitate the provision of appropriate first aid in a workplace environment, follow manufacturer's instructions and complete documentation, including checklists for stocking and maintaining equipment such as resuscitation and oxygen equipment and first aid kits.

Unit Delivered

The following units will be included in your certificate:

- HLTAID009 - Provide cardiopulmonary resuscitation
- HLTAID010 - Provide basic emergency life support
- HLTAID011 - Provide First Aid
- HLTAID014 - Provide Advanced First Aid
- HLTAID015 - Provide advanced resuscitation and oxygen therapy
- HLTAID016 - Manage first aid services and resources
- HLTSS00068 - Occupational First Aid Skill Set

Course Delivery

This course can be delivered/assessed in the workplace or at a facility organised by SHE Group.



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Learner Rights, Responsibilities & Support

Please note that enrolment to this course is made with Allens Training Pty Ltd RTO 90909. Please refer to the student handbook on the RTO website [Student Handbook](#) for all details relating to rights and responsibilities, including complaints and appeals.

ENTRY REQUIREMENTS

Participants must have the physical capacity to perform the practical demonstrations, such as 2 minutes of uninterrupted CPR on the floor and performing rescue breathing techniques on manikins.

Pre-course study:

Students may be required to undertake online pre-course work prior to attending the face-to-face session, depending on the course delivery mode.

Online study:

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

COURSE DURATION

Face to Face contact time of at least	24 Hours
Online with face-to-face assessment Face to Face contact time of at least	8 Hours

ASSESSMENT REQUIREMENTS

Individuals undertaking this course will be expected to complete both written and practical assessment tasks. These are detailed in the following sections. Assessments conducted during a face-to-face training session(s) include:

Assessment Activities

- Perform CPR on an adult (incl. single and two-rescuer CPR, using a bag-valve-mask, selecting, and inserting an appropriate airway adjunct, managing oxygen equipment, and using an AED to deliver at least one shock)
- Place a casualty into the recovery position
- Complete a first-aid incident report form based on a simulated first-aid scenario
- Perform CPR on an infant
- Manage a casualty with anaphylaxis
- Manage a casualty with asthma
- Manage a choking casualty
- Manage a casualty with non-life-threatening bleeding and shock, requiring minor wound cleaning
- Manage a casualty with a nosebleed
- Manage a casualty with a fracture and dislocation
- Manage a casualty with a sprain and strain



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- Manage a casualty with envenomation (snake/ funnel-web spider bite)
- Coordinate a multiple casualty incident
- Manage a casualty with a life-threatening bleed and provide oxygen
- Complete a first aid incident report form based on the life-threatening bleed scenario
- Maintain resuscitation equipment
- Conduct a workplace risk assessment
- Develop a first-aid response plan, including strategies for the management of incidents
- Use a first-aid checklist to service a workplace first aid kit for supplies' replacement and equipment maintenance.

Theory Assessment:

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

CERTIFICATE RENEWAL REQUIREMENTS

This certificate does not require renewal.

FURTHER INFORMATION

In addition, SHE Group provides work health and safety information, products, and consulting services. Our passionate, dedicated, and experienced facilitators and partners 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.