

**Domain**  
**Title:**  
**Level: 3**

**FIRST AID**  
**Provide General First Aid**

**Unit ID: 844**

**Credits: 4**

**Purpose**

This unit standard specifies the competencies required to provide general first aid. This includes assessing an emergency situation; applying prescribed first aid procedures and or techniques; reporting on casualty's condition, treatment and handing over to EMS; and completing of required documentation. This unit describes the competency skills and knowledge required to recognize and responds to any sudden illness, injuries and or life threatening incidents in Low- and High-risk areas.

**Special Notes**

1. Entry information:

Prerequisite

- *Reading and writing skills in English are required*

2. Assessment evidence may be collected from a real workplace or an appropriate simulated environment in which various theoretical and practical tasks are carried out.

3. To demonstrate competency at a minimum, evidence is required of identifying and securing an emergency situation, summoning appropriate assistance, providing appropriate first aid treatment, using the applicable first aid kit contents as per requirement, reporting on a casualty's condition and treatment, assist emergency services, and assist in completing required documentation.

4. Evidence is also required in at least 3 tasks. These tasks must provide evidence of performing to the required level, understanding of what the candidate is doing why and demonstration of the ability to adapt to changing circumstances appropriately

5. Glossary of terms:

- *'First aid'* refers to immediate assistance to a casualty that suddenly, unexpectedly sustains injury or suddenly falls ill (Diabetes/Stroke) using the prescribed first aid techniques and available first aid material or box until the casualty is stabilized and or handed over to higher qualified and or medical assistance'.
- *'First aider'* refers to a competent person that has received an authorized certificate on a specific level of training for a specific period from an authorized service provider as prescribed by the Ministry of Health in Namibia.

- ‘*Prescribed first aid techniques*’ refers to the medically prescribed way of performing any treatment in a prescribed manner in order to preserve a life, prevent condition from worsening and promote recovery.
  - ‘*ABC*’ refers to a defined first aid term to describe the three vital components (Airways, breathing and circulation) needed to provide oxygen to a person in order to stay alive).
  - ‘*Low – Risk*’ refers to work of administrative, professional or clerical nature that does not require substantial physical exertion or exposure to potentially hazardous conditions, work processes or substances.
  - ‘*High – Risk*’ refers to means work that regularly involving any Building construction, drilling for gas, oil or minerals, service for gas and oil wells, and power tong services, logging, saw milling, iron and steel processing and manufacturing, road construction and earthwork, local and provincial hauling trucking, mining and smelting, exploration drilling, shaft sinking, quarrying, and crushing of rocks, manufacturing of concrete blocks, bricks, artificial stone, and other clay and cement products.
  - ‘*Reporting*’ refers to sharing verbal and written information on casualty’s condition and treatment.
  - ‘*Recording*’ refers to completing required documentation in line with regulations.
  - ‘*Basic definitions*’ refers to definition of diseases; medical terminology used while handing over casualty to medical assistance.
  - ‘*Human systems*’ refers to systems making up the functions of the human body.
6. Regulations and legislation relevant to this unit standard include the following:
- Namibian legislation, Act 6 of 1992 and applicable regulations and or amendments (Act 11 of 2007)
  - Ministry of Health & Social Service Requirements
  - Ministry of Labour & Social Welfare Requirements
  - The South African Heart Association / (AHA) and all subsequent amendments.

### **Quality Assurance Requirements:**

This unit standard and others within this subfield may be awarded by institutions which meet the accreditation requirements set by the Namibia Training Authority and Namibia Qualifications Authority and which comply with the national assessment and moderation requirements. Details of specific accreditation requirements and the national assessment arrangements are available from the Namibia Qualifications Authority and the Namibia Training Authority on [www.nta.com.na](http://www.nta.com.na)

## **Elements and Performance Criteria**

### **Element 1: Assess an emergency situation:**

#### **Range**

Risks may include but are not limited to working equipment, machinery and substances, tools, environmental risks, bodily fluids, risk of further injury to the

casualty, risks associated with the proximity of other employees, visitors, contractors, and bystanders.

The emergency situation may include reviewing the following:

- Anatomy and physiology of the human body (based on the human systems)
- Mechanism of injury disease, trauma and medical
- Respiratory Emergencies – Airway manoeuvres, Choking ,identifying a Respiratory Emergency, basic definitions
- Cardiovascular Emergencies –Basic definitions, Blood Loss, Control of Hemorrhage, Impaled Objects, Types of shock and Automated External Defibrillator (AED).
- Cardio Pulmonary Resuscitation (CPR)
- Wound Care and disinfection, types of wounds
- Environmental Emergencies – Hyper/Hypothermia and treatment
- Unconsciousness – Causes of unconsciousness and recovery position
- Burn Wounds – Treatment and prevention
- Drowning – Treatment and prevention
- Diabetic Emergencies – Differences and definitions
- Neurological Emergencies – Head injury, Spinal injuries, Glasgow Coma Scale and treatment
- Obstetric Emergencies – Baby already born
- History taking
- Trauma in general
- Using medical expressions

### **Performance Criteria**

- 1.1 Emergency situations are quickly recognized and hazards to health and safety for first responders and by-standers are identified.
- 1.2 Physical hazards and immediate risk to the First Aider, other employees, visitors, contractors, and casualty/s are minimized by controlling the hazard in line with the basic first aid standards set out in the first aid procedures.
- 1.3 The nature of the emergency (Injuries, Illnesses, and Conditions) is identified and guided actions taken.
- 1.4 Communication procedures are timely established and followed to ensure that prompt action is undertaken.
- 1.5 Casualty/s physical condition is identified according to first aid standard procedures.
- 1.6 Medical history is obtained.
- 1.7 First aid equipment are identified and selected in relation to the emergency situation.
- 1.8 The assessment of casualty should take place hand in hand with the life saving sequence of airway, breathing and circulation (ABC).

## **Element 2: Apply prescribed first aid procedures and or techniques**

### **Range:**

Assistance from and to others may include but is not limited to First Aiders, emergency services, employees, visitors, contractors and bystanders.

Content of a First Aid box as per all relevant legislation including any subsequent amendments but will include to the minimum as follows: prescribed wound cleaner, disposable gloves and a breathing device (mouth piece, scissor, forceps and safety pins, cotton wool, swabs (sterile and non-sterile), adhesive strips/rolls, first aid dressings, roller bandages, triangular bandages, burn shields, eye pad with shield, pen, accident report registers and list of content in box.

### **Performance Criteria**

- 2.1 Hygiene is maintained, using supplies from the first aid box and in all contact with casualty/s in distress.
- 2.2 Assistance from others is organized appropriately.
- 2.3 Casualty is reassured in a caring and calm manner, requesting consent, and made comfortable.
- 2.4 First aid is provided using the prescribed techniques and procedure elements of the sequence of maintaining life.
- 2.5 Shelter from elements is established according to environmental standards and first aid requirements.
- 2.6 Casualty/s condition is monitored and responded to using the prescribed techniques to stabilise the casualty's condition.
- 2.7 Decision is made whether to transport the casualty to medical assistance, pending on severity of injury, casualty/s condition, environmental conditions, distance, and time required for medical assistance to arrive and movement that might hinder rescue procedures.

## **Element 3: Report on casualty's condition, treatment and hand over to EMS**

### **Range**

This unit includes but may not be limited to: Identifying the risks and hazards at the emergency scene and procedures to minimize or eliminate associated dangers at the emergency scene, protection against possible transmittable diseases, and requesting consent to assist and to provide assistance, conducting a Primary Survey, summoning the appropriate Emergency Management System (EMS), conducting a Secondary Survey and recognizing a medical or trauma condition, applying the prescribed first aid technique applicable to condition found, using the appropriate prescribed first aid box as per requirements, moving the casualty using the applicable transporting methods available, and the reporting and or recording on casualty's condition.

### **Performance Criteria**

- 3.1 Casualty is informed about the condition in a proper and relevant manner.
- 3.2 Casualty management is finalized according to casualty/s needs of and the prescribed first aid principles.
- 3.3 Assistance in the evacuation of the casualty/s by emergency services is provided as required.
- 3.4 Details of casualty/s physical condition, change in condition, first aid treatment, and response to treatment are accurately conveyed to emergency services or relieving personnel.
- 3.5 Advice is given to seek further medical attention.

### **Element 4: Complete required documentation**

#### **Range:**

Records may include but are not limited to First Aid Kit (material used), patient report and incident reporting.

Communication links to medical services may include but are not limited to mobile phone, satellite phone, high frequency (HF)/ very high frequency (VHF) radio, 2 way radio, flags, flares, hand and smoke signals, and other electronic equipment.

### **Performance Criteria**

- 4.1 The reports are clear, accurate, and timely, presenting all relevant facts in accordance with legislative requirements.
- 4.2 Details of casualty/s physical condition, changes in condition, first aid treatment, medical history and response to treatment are accurately recorded in line with Ministerial and Company requirements.

### **Registration Data**

<b>Subfield:</b>	Core Health
<b>Date first registered:</b>	10 April 2012
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<b>Anticipated review:</b>	2014
<b>Body responsible for review:</b>	Namibia Training Authority