



Australian Government

**Assessment Requirements for HLTAID016
Manage first aid services and resources**

DRAFT

Release:

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Modification History

Not applicable.

Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role.

There must be evidence that the candidate has completed the following tasks in line with State/Territory regulations, first aid codes of practice, Australian Resuscitation Council (ARC) guidelines and workplace procedures:

- conducted a workplace risk assessment and evaluation of first aid provisions
- developed a first aid action plan including strategies for management of incidents and individuals needs in accordance with workplace policies and procedures
- used a first aid checklist to service a workplace first aid kit for supplies' replacement and equipment maintenance
- maintained first aid equipment and resources according to manufacturers' instructions
- used and maintained documentation required by the workplace and regulatory authorities

Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- state/territory regulations, first aid codes of practice and workplace procedures including:
 - workplace requirements for first aid provision in line with the relevant state/territory Work Health and Safety requirements
 - duty of care in relation to first aid provision
 - safe work practices to deal with risks and potential hazards including manual handling, hazardous substances, dangerous goods and chemicals
 - infection control principles and procedures, including use of standard precautions based on incident
 - requirements for currency of skill and knowledge
- legal, workplace or community issues relating to the provision of first aid including:
 - awareness of potential need for stress-management techniques and available support following an emergency situation
 - consent
 - capabilities of emergency management services
 - privacy and confidentiality requirements
 - importance of debriefing.

Assessment Conditions

Skills must be demonstrated in an environment that provides realistic in-depth, scenarios and simulations to assess candidates' skills and knowledge.

Assessment must ensure access to:

- first aid equipment such as:
 - first aid kit and contents checklist
 - workplace injury, trauma and/or illness record, or other applicable workplace or site incident report form
 - relevant state/territory Work Health and Safety First Aid Code of Practice.

Simulated assessment environments must simulate the real-life working environment where these skills and knowledge would be performed, with all the relevant equipment and resources of that working environment, including workplace resources required by the relevant state/territory Work Health and Safety Regulatory Authority.

Assessors must satisfy the Standards for Registered Training Organisations' requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ced1390f-48d9-4ab0-bd50-b015e5485705>