



Basic First Aid Level 2 (VTQ)

QUALIFICATION SPECIFICATION

QUALIFICATION NUMBER: PRO/84/BFA

This Qualification is Endorsed by an Awarding Organisation Regulated by Ofqual



Endorsed, CPD Certified and ISO Standards

All ProTrainings classroom and online qualifications are endorsed through an Awarding Organisation Regulated by Ofqual, through the Skills for Care Scheme with the highest level of recognition and are approved through the CPD Standards services for CPD certification.

ProTrainings: Additional quality at an affordable price.



This is the highest standard of recognised endorsement and only organisations who have a proven history of continued success in making a difference in the training industry can be awarded the Centre of Excellence endorsement. ProTrainings proudly announce that we have received this endorsement for continuous professional training delivery.

As a recognised Skills for Care provider who is already endorsed for delivering training through digital e-learning, classroom and blended formats, this enhanced Centre of Excellence endorsement will take our credibility and quality of training to an advanced state of recognition. But what does this new Centre of Excellence endorsement mean?

The Centre of Excellence status means that we have been able to consistently demonstrate exemplary commitment to meeting the needs of learners in the adult social care sector. This meant we needed to comply with the social model of care and be able to measure the impact of provision on the lives of people who use these services.

We embarked on this provision to prove how consistent ProTrainings services are, to test whether we are meeting a high standard, to evolve, adapt and improve our provision and to place ourselves amongst a small selection of companies who are a Skills for Care Centre of Excellence.

Gaining this accolade has resulted in receiving a designation as a 'Centre of Excellence in Adult Social Care and Learning and Development' and we do not plan on stopping our standards here. We will continue to offer the finest services so that lives are rewarded through the training and services we provide.

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Introduction

Welcome to **ProTrainings Europe Limited**.

ProTrainings EU is a certifying organisation recognised for providing training and qualifications in England, UK and across the globe.

ProTrainings EU offer qualifications designed in-house and qualifications which are regulated by Ofqual through TQUK and FutureQuals. Our qualifications are carefully designed to meet industry standards and regulatory requirements giving every learner or user confidence that training meets HSE, Ofqual, UK & EU Resuscitation Council, Skills for Health, Ofsted and Skills for Care training standards.

Our unique approach to training delivery is designed to accommodate learning styles in all their forms, including online, classroom and blended formats. Our variety of delivery methods have been a preferred choice for many learners who require training through general interest and as part of their profession. Our training has been comprehensively designed to meet standards that fall within the boundaries of qualifications overseen by awarding organisations.

ProTrainings high standards include a robust training approach that meets strict specifications, quality assurance requirements and qualification standards. As a result of implementing a comprehensive quality assurance process, ProTrainings online and classroom courses have been CPD certified, endorsed through The Skills for Care Scheme (ProTrainings being the first organisation gaining approval for classroom and online training in the United Kingdom) and we have surpassed an external audit by being approved for ISO45001 : 2018 and ISO9001 : 2015 for maintaining high organisational standards.

Our qualifications are designed to support and encourage learners to develop their knowledge and skills. This development may result in progression into employment or career development in the workplace. Our qualifications also allow learners to progress onto further qualifications.

For more information please visit www.ProTrainings.uk for news, updates and information on a variety of qualifications spanning into the Health & Safety industry, First Aid world, Pet First Aid environment and Health & Social Care sector.

Qualifications Specifications

ProTrainings EU offer policies and guidelines for centres, organisations and individuals through this specification. Information in this specification will include the course curriculum, learning outcomes, units and general guidelines on how the course is delivered.

We aim to support our centres by providing guidance in this specification for a better understanding on how our courses are delivered and processed.

Our specifications document can be accessed on our website at www.ProTrainings.uk along with other specifications for respective qualifications listed under each sub-heading.

For more information please use our online chat service or contact our office on 01206 805 359. Alternatively, please email our support department at support@protrainings.uk or compliance department at compliance@protrainings.uk.

Introduction to Basic First Aid Level 2 (VTQ)

Don't be misled by the word "basic." This course covers some of the most important life saving first aid skills you can learn, including recovery position, CPR, choking, bleeding, shock, burns and more.

Basic First Aid is aimed where training is needed for familiarisation, general interest or as part of their role where it does not need to comply with HSE rules for workplace first aid. This qualification will cover first aid subjects with no set minimum time requirements, making it a flexible course for all. This Basic First Aid course will cover primary and some secondary care skills allowing the flexibility to add extra subjects where needed.

This course does not cover workplace training where the EFAW, FAW and Appointed Person course is better suited.

All our first aid courses are designed to include content and first aid technique that meets the latest UK and European Resuscitation Council Guidelines.

The content of this and all our courses has been independently certified as conforming to universally accepted Continuous Professional Development (CPD) guidelines and come with a Certified CPD Statement as well as a ProTrainings Certificate and for online courses an Evidence-Based Learning statement.

Qualification Delivery

Guided Learning Hours (GLH): These hours are made up of real-time contact time, guidance or supervision of a learner by an instructor, supervisor, tutor or trainer.

GLH for this qualification is 3

Total Qualification Time (TQT): This is an estimate of the total length of time it is expected that a learner will typically take to achieve and demonstrate the level of attainment necessary for the award of the qualification i.e. to achieve all learning outcomes.

TQT for this qualification is 5

Our Basic First Aid Level 2 (VTQ) course is taught over half a day and will include practical and theoretical assessments.

Entry Requirements

There are no specific entry requirements however, learners should have a minimum of Level 2 in literacy, numeracy or equivalent. This qualification is suitable for learners aged 10-14 years and above.

Progression

Successful learners can progress to other qualifications such as:

- CPR / BLS and AED Level 2
- Appointed Person in the Workplace
- Emergency First Aid at Work Level 3 (VTQ)
- First Aid at Work Level 3 (VTQ)
- BTEC Level 4 Certificate for First Person on Scene (RQF) – FPOS

Requirements to teach the Basic First Aid Level 2 (VTQ)

Approval to deliver this course is sanctioned by ProTrainings Europe Limited only.

Instructors must hold the relevant qualifications, experience and occupational competence to qualify for approval. A detailed portfolio providing descriptive dates, CPD log and meeting/passing IQA reviews is required for approval.

Supporting evidence which clearly outlines where instructors qualify to teach this course must be emailed to our compliance manager at compliance@protrainings.uk.

Certification

This qualification is overseen by our compliance department and all courses undergo a robust internal quality assurance review prior to certification.

A desktop-review and site visit will form part of our evaluation.

Paperwork should be marked and assessed by the approved instructor/centre and uploaded to our online management suite following successful completion of the course. Courses should be passed within 5 working days after the course has been taught.

Learner Access

ProTrainings offer highly sophisticated and supportive services to successful learners who complete online, classroom and blended training. Our online system offers the learner a uniquely designed portal where there is access to a free student manual, CPD credit statement, evidence-based learning document, optional weekly refresher videos and an area for downloadable content with a cohort of supporting evidence relevant to the qualification the learner completes.

ProTrainings after service adds clarity to teaching, promotes continuous learning and encourages learners to revisit and revise subjects they have been taught.

Complaints - Scope of Complaints Procedure: The procedure deals with complaints arising from:

- Delivery (or lack of delivery) of services for education and training including teaching, course content, tutoring, assessment, feedback on progress and learner support during learning programmes
- Incorrect or misleading information about services provided by the Centre
- Delivery (or lack of delivery) of support services provided by the Centre including administration of fees, enrolment processes, Centre accommodation, health and safety and learner resource services
- Unacceptable actions or behaviour by Centre staff and/or other learners in the Centre

How to complain

Complaints should initially be made in writing to the Head of Centre or to your designated tutor. This can be completed using your student login for www.ProTrainings.uk

Support can be made available for all those involved in a complaint including:

- Representation: parent, guardian, friend or supporter
- Help with completing the written complaint
- Induction will provide further details regarding this process.

Basic First Aid Level 2 (VTQ) - PRO/84/BFA

Course Overview

- Introductory First Aid
- Training Fears of First Aid
- Asking Permission to Help
- Scene Safety
- Chain of Survival
- DRAB
- Initial Assessment
- Stop Think Act
- Barriers
- Face Shields
- Cardiac Arrest
- Adult CPR
- Child CPR
- CPR Hand Over
- Compression-Only CPR
- AED Introduction
- Heart Attack
- Choking Training
- Conscious Adult & Child
- Choking Unconscious Adult & Child Choking Bleeding Control
- Types of Bleeding
- Serious Bleeding
- Minor Injuries
- Applying Plasters
- Other Types of Injury
- Spinal Injury
- Shock
- Epilepsy
- Adult Seizures
- Allergic Reactions
- Anaphylaxis Stroke
- Spinal Recovery Position
- Burns and Burns Kits
- Blisters
- Fractures and Dislocations

Learning Outcomes - PRO/84/BFA

These learning outcomes are mapped to meet a Basic First Aid Level 2 (VTQ) qualification. Each learning outcome presents a knowledge, skill or assessment to help students understand the curriculum in finer detail.

Learning Outcomes (LO) The learner will:	LO
UNIT – 1	
Understand the role and responsibilities of a first aider, including legislation.	LO1
Identify the role and responsibilities of a first aider - Health and Safety at work Act, Health and Safety (First Aid) Regulations, Management of Health and Safety at work regulations and Social Security Administration Act	1.1
Describe how to minimise the risk of infection to self and others	1.2
Identify the need for establishing consent to provide first aid	1.3
Understand how to complete accident/incident reports including RIDDOR	1.4
Identify the first aid equipment that should be available in a workplace	1.5
Describe the safe use of first aid equipment	1.6
Be able to assess an incident	LO2
Conduct a scene survey	2.1
Conduct a primary survey of a casualty	2.2
Give examples of when to call for help	2.3
Be able to manage an unresponsive casualty who is breathing normally	LO3
Assess a casualty's level of consciousness	3.1
Open a casualty's airway and check breathing	3.2
Explain why it is important to place an unconscious casualty into the recovery position	3.3
Place an unresponsive casualty in the recovery position	3.4
Be able to recognise and manage Heart attacks and use of an AED	LO4
Understand the chain of survival	4.1
Recognise the approaches of call First and Call Fast	4.2
Demonstrate understanding of the heart, signs and symptoms of a heart attack, treatment of a heart attack and use of an AED	4.3
Be able to manage an unresponsive adult casualty who is not breathing normally, child CPR and infant CPR	LO5
Recognise the need to commence Cardio Pulmonary Resuscitation	5.1
Demonstrate Cardio Pulmonary Resuscitation using a manikin	5.2
Recognise the approach of call fast approach for drowning	5.3

Demonstrate CPR on a child	5.4
Demonstrate CPR on an infant	5.5
Be able to recognise and assist a casualty who is choking	LO6
Describe how to identify a casualty with a: Partially blocked airway / Completely blocked airway	6.1
Administer first aid to an Adult casualty who is choking	6.2
Administer first aid to a Child casualty who is choking	6.3
Administer first aid to an infant who is choking	6.4
Be able to provide first aid to a casualty with external bleeding	LO7
Identify whether external bleeding is life-threatening	7.1
Demonstrate how to administer first aid to a casualty with external bleeding	7.2
Be able to provide first aid to a casualty who is in shock	LO8
Recognise when a casualty is suffering from shock	8.1
Identify how to administer first aid to a casualty who is suffering from shock	8.2
Know how to provide first aid to a casualty with minor injuries	LO9
Identify how to administer first aid to a casualty with: small cuts, grazes, bruises, small splinters and nosebleeds	9.1
Identify how to administer first aid to a casualty with minor burns and scalds	9.2



Useful Websites

ProTrainings Europe Limited

www.ProTrainings.uk

Health and Safety Executive

www.hse.gov.uk

The Resuscitation Council (UK)

www.resus.org.uk

Skills for Health

www.skillsforhealth.org.uk

Office of Qualifications and Examinations Regulations

www.ofqual.gov.uk

Ofsted

www.gov.uk/ofsted

Skills for Care

www.skillsforcare.org.uk

The CPD Standards Office

www.cpdstandards.com

QMS International

www.qmsuk.com

FOFATO

www.fofato.co.uk

NASDU

www.nasdu.co.uk



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