

Title	SIA parameters of Emergency First Aid at Work pre-requisite
Description	A paper to discuss the parameters of what the EFAW requirements will be as a pre-requisite to licence-linked qualifications
Owner	Tony Holyland
Paper reference	
Agenda reference	
Meeting date	

### This paper invites the Committee to:

Committee members wishing to request clarification should contact the paper's owner (preferably by email) and should also send a copy of the request to the Board Secretary. Responses to such requests will be circulated to all committee members prior to, or at, the committee meeting.

### For completion by the author:

Should this paper be considered for exemption under freedom of information? No

## First Aid Qualifications accepted by SIA

### Issue

1. The project board has decided that an Emergency First Aid at Work (EFAW) qualification with at least 12 months validity will be a pre-requisite for a learner registering for two of the new, or top-up qualifications that launch on 1 April 2021.
2. It has also been agreed that the quality check of this pre-requisite will be completed by the approved centre, with detailed arrangements being considered.
3. An outstanding issue for us is the policy approach we should take to the recognition of First Aid qualifications that learners may bring forward. This is important because we need to find the right balance between the extra burden that we are putting on the industry and the quality of learning we need operatives to have.
4. This paper outlines three options for how we may consider recognising certificates. We have not at this stage made a recommendation, but are requesting the guidance of the project board to help us develop this policy area.

### Option 1 - Accept only regulated EFAW qualifications

5. Accepting only regulated qualifications means the qualification must be listed at <https://register.ofqual.gov.uk/>. There are 1113 qualifications on this register (as at 9.10.20) offered by 71 awarding organisations. These qualifications span from entry to level 5. If we select this option we will also need to decide on the level we feel is appropriate. From level 2 upwards there are 625 qualifications which aligns to the level of the licence-linked qualification it is a pre-requisite for. **Additional Decision Point:** Are we prepared to accept Level 2 upwards?
6. Regulated qualifications give us a degree of confidence as they must adhere to strict Ofqual and HSE requirements.

### Benefits

7. The positives of this option include:
  - Those certificating the qualification are Ofqual approved and subject to their quality assurance procedures.
  - The centre delivering and awarding the qualifications will have been approved, have correctly trained tutors and appropriate quality assurance processes.

- A training provider can confirm the authenticity of a certificate using techniques such as checking watermark, Awarding Organisation Ofqual registration number, Centre Approval number, qualification code on the Ofqual register.
- Should a training provider be required to check the validity of the certificated presented to them by a learner as a pre-requisite are able to confirm this with the appropriate awarding organisation.
- Once we agree the level (e.g. level 2 upwards) we are assured that the delivery and assessment of the qualification meets the required level.

### Risks

8. The negatives of this option include:

- We exclude all qualifications from providers known as sector specialists such as Red Cross, St John Ambulance, which we believe will be held by a number of operatives.
- We exclude all in-house first aid qualifications delivered by employers, including those delivered by the biggest businesses.

### Option 2 - Accepting both regulated and non-regulated qualifications

9. Accepting both regulated and non-regulated qualifications means that the qualification will be required to meet the following criteria;

<b>Certificates</b>
Do the certificates issued to students assessed as competent contain the name of the training organisation, the title of the qualification (eg FAW or EFAW), reference to the Health and Safety (First-Aid) Regulations 1981, the date of issue and confirmation the certificate is valid for three years? (If training is neither FAW nor EFAW the certificate should also list the learning outcomes of the syllabus on which candidates have been assessed.)

### Benefits

10. The positives of this option include:

- We can accept qualifications from organisations know to be sector specialists such as St John and Red Cross (as long as they include the above statement).
- We can work with employers to align in-house provision to the HSE syllabus

### Risks

11. The negatives of this option include:

- This may still not cover in-house training as they are likely to be delivered by in-house staff and may not conform to the HSE requirements (and have 3 year validity).

- Those certificating the qualification are not Ofqual approved and as such we cannot be confident of their quality assurance procedures or be confident there are any in place.
- We will have no assurance that those certificating the qualification have correctly trained tutors and appropriate quality assurance processes.
- A training provider will find it increasingly difficult to confirm the authenticity of a certificate as they may have the standardised content that can be used to authenticate it (as detailed above).

### Mitigation

12. Any unregulated qualification presented could be reviewed/mapped on a case by case basis to confirm content, quality assurance and standards of delivery and training. This would be an additional burden and costs and we would need to agree who would be responsible for this review.

### Option 3 - Accepting any evidence as long as it conforms with HSE

13. Include a statement along the lines of the statement below (a similar statement is already in place for close protection first aid requirement):

*“If the learner does not have a formal First Aid qualification but can provide appropriate evidence that conforms to HSE requirements at or above the required level they need to provide evidence of this to the centre before being allowed on the course.”*

14. Appropriate evidence that conforms to HSE requirements must show the content of the training confirms with Appendix 6 of the First Aid at Work, The Health and Safety (First—Aid) Regulations Act 1918.

15. Appendix 6 states a successful candidate should be able to:

- *understand the role of the first-aider, including reference to:*
  - *the importance of preventing cross infection;*
  - *the need for recording incidents and actions;*
  - *use of available equipment;*
- *assess the situation and circumstances in order to act safely, promptly and effectively in an emergency;*
- *administer first aid to a casualty who is unconscious (including seizure);*
- *administer cardiopulmonary resuscitation and use an automated external defibrillator;*
- *administer first aid to a casualty who is choking;*
- *administer first aid to a casualty who is wounded and bleeding;*
- *administer first aid to a casualty who is suffering from shock;*

- *provide appropriate first aid for minor injuries (including small cuts, grazes and bruises, minor burns and scalds, small splinters).*

<https://www.hse.gov.uk/pubns/priced/l74.pdf>

### Benefits

16. The positives of this option include:

- It widens the scope of what we accept and will mean that all in-house first aid training delivered by employers (as long as it meets appendix 6 above can be accepted)
- If we are prepared to accept virtual learning qualifications (see Appendix A) the scope of what is acceptable will be wider still
- It will be the least burdensome option for the industry

**Additional Decision Point:** Are we prepared to accept virtual learning programmes?

### Risks

17. The negatives of this option include:

- Those certificating the training are not regulated and as such we cannot be confident of any quality assurance procedures being in place.
- We will have no assurance that those certificating the training have correctly trained tutors and appropriate quality assurance processes.
- A training provider will not be able confirm the authenticity of a certificate due to the range of options that could be presented to them. They will have to take these on face value and would want assurances they will not be held accountable should it transpire that fraud occurred.
- The training will not have a validity period therefore we would need to amend Get Trained to remove the 12 month requirement.

### Reasonable Adjustments

18. There may be instances where a current licence holder or a new learner is unable to complete an EFAW qualification. This could be for several reasons such as:

- Inability to pass the assessments
- Physical or medical reasons that mean they are unable to complete elements of the training and assessment

**Additional Decision Point:** Are we going to give dispensation for legitimate reasons

### Next steps

19. The project board need to agree which option they wish us to progress.

## Appendix A

Following a very quick google search there are several first aid courses that can be done through virtual learning. Some of these are free, others are at minimal cost.

### Free First Aid Courses

<https://www.firstaidforfree.com/free-first-aid-course/>

<https://www.childcare.co.uk/training>

<https://etraining.sia.org.uk/local/roadmaplogin/login.php> (you have to register to access the free course)

### Low Cost First Aid Courses

<https://www.elearningatwork.co.uk/courses/first-aid-training/emergency-first-aid-at-work>

Cost £14 plus VAT

<https://echo-3.co.uk/online-course/first-aid>

Cost £12.50 plus VAT