

## Selecting a first-aid training provider.

A guide for Employers

(Taken from the HSE website)



Chris Garland Training

HSE Checklist for evaluating the competence of first-aid training organisations.

CHECK	YES	NO	NOTES
<b>Trainers/assessors</b>			
Do the trainers/assessors have a current FAW certificate or qualify for an exemption?	x		FAW certificate valid until July 2019.
Do the trainers/assessors have an appropriate training/assessing qualification?	x		Level 3 Education & Training Certificate (includes assessing).
<b>Quality assurance</b>			
Is there a documented quality assurance plan designating an individual to take responsibility for quality assurance, including assessment of the performance of trainers/assessors at least annually?	x		Yes. Available on the webpage.
Does the designated person have a current FAW certificate or qualify for an exemption?	x		FAW certificate valid until July 2019.
Does the designated person have an assessing/verifying qualification?	x		Level 3 Education & Training Certificate (includes assessing).
Is there a documented course evaluation procedure?	x		Yes. Available on the webpage.
Is there a documented complaints procedure?	x		Yes. Available on the webpage.

Teaching currently accepted first-aid practice	x	Teaching is in keeping with the 2015 guidance issues by the Resuscitation Council (UK). Other elements are in keeping with the guidance of our Awarding Organisation.
Is FAW/EFAW taught in accordance with current guidelines on adult basic life support published by the Resuscitation Council (UK), and for other aspects of first aid, in accordance with current guidelines published by the Voluntary Aid Societies or other published guidelines that are supported by a responsible body of medical opinion?	x	Teaching is in keeping with the 2015 guidance issues by the Resuscitation Council (UK). Other elements are in keeping with the guidance of our Awarding Organisation.
<b>Training syllabus</b>		
Does the course content adequately meet the needs of your workplace as indicated by your first-aid needs assessment?	x	The course that you choose to undertake depends entirely on national & local legislation which impacts on your business, as well as your own risk assessment.
For <b>FAW</b> , does the syllabus include the topics listed in Appendix 1 and does the course include at least 18 training and assessment contact hours, over three days?	x	We follow the guidance issued by the Resuscitation Council (UK) & the syllabus issued by the HSE.
For <b>FAW requalification</b> , does the syllabus include the topics listed in Appendix 1 and does the course include at least 12 training and assessment contact hours, over two days?	x	We follow the guidance issued by the Resuscitation Council (UK) & the syllabus issued by the HSE.
For <b>EFAW</b> , does the syllabus include the topics listed in Appendix 2 and does the course last at least six training and assessment contact hours, over one day?	x	We follow the guidance issued by the Resuscitation Council (UK) & the syllabus issued by the HSE.
For <b>EFAW requalification</b> , does the syllabus include the topics listed in Appendix 2 and does the course last at least six training and assessment contact hours, over one day?	x	We follow the guidance issued by the Resuscitation Council (UK) & the syllabus issued by the HSE.

<b>Certificates</b>			
<p>Do the certificates issued to students assessed as competent contain the name of the training organisation, the title of the qualification (e.g. 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.)</p>	x		<p>Course certificates are issued by the Ofqual regulated Awarding Organisation.</p>