



**Master
Builders
Association**
New South Wales

First Aid

- HLTAID001 Provide Cardiopulmonary Resuscitation
- HLTAID002 Provide Basic Emergency Life Support
- HLTAID003 Provide First Aid

C O U R S E B R O C H U R E

FIRST AID

This course brochure will inform and guide you through the Master Builders First Aid training course. Please read the following information carefully to help you understand all the course requirements and assessments to ensure that it is suitable for your needs.

ABOUT US

Master Builders Association of NSW is a Registered Training Organisation (RTO 6163) registered by the Australian Skills Quality Authority. Master Builders offers nationally recognised qualifications and courses across New South Wales which meet endorsed industry standards. Pathways to qualifications include full training and assessment, assessment towards Recognition of Prior Learning (RPL), gap training and Continuous Professional Development (CPD).

COURSE OVERVIEW

The First Aid course deals with the provision of essential First Aid in recognising and responding to an emergency in the workplace. It provides the training as an initial response to an incident where first aid is required. The First Aider is working under supervision, and/or in accordance with established workplace first aid procedures and policies.

This course is open to everyone, as you never know when you may need to provide first aid assistance to someone in trouble.

LOCATION AND DURATION

The course is delivered in a classroom over one day from 8:30am to 4:30pm. Visit <http://skillassessment.com.au/courses> for the latest course information.

Courses are run at the Master Builders Education Centre in Baulkham Hills and can also be delivered on-site if suitable areas are available to complete practical assessments.

ENTRY REQUIREMENTS

There are no educational entry requirements for this course however participants must:

- Be at least 15 years of age
- Be proficient in spoken and written English, as assessments must be undertaken in English
- Bring original identification on the morning of the course

COURSE MATERIALS

Participants are not required to bring any materials or purchase specific books to complete this course. A pen and notepad for individual note taking is recommended. Master Builders will provide all course materials, resources and access to PPE (if required) on the training day.

NATIONALLY RECOGNISED TRAINING



Participants who successfully complete this course, will be issued a Statement of Attainment for the nationally recognised units of competency:

- HLTAID001 Provide Cardiopulmonary Resuscitation
- HLTAID002 Provide Basic Emergency Life Support
- HLTAID003 Provide First Aid

COURSE DELIVERY AND ASSESSMENT

This course covers the following topics:

- Identifying risks and hazards
- WHS requirements and legal issues
- Incident/accident reporting
- Confidentiality
- Welfare of the casualty
- Infection, diseases and hygiene
- Examination of casualty
- Cardio Pulmonary Resuscitation (CPR)
- Provide first aid for injuries common on building and construction sites

This course is delivered and assessed both online and face to face in a class room environment.

Online learning module:

- Participants complete an online pre-course learning module prior to attending face-to-face training. The online module is self-assessing and all questions are true/false and multiple choice style. Participants with a **current First Aid certificate** are exempt from completing the pre-course learning module. Master Builders must receive a copy of current certificate at the time of enrolment

Face to face training includes:

- Written assessments including a knowledge questionnaire consisting of multiple choice questions to be completed individually by the participant to obtain evidence of underpinning knowledge needed to provide first
- Practical assessment conducted one-on-one, in pairs or in a small group. Where a small group is assessed, the assessor will ensure all aspects of assessment are clearly assessed for each participant in the group (this may involve tasks being completed more than once to ensure each participant is competent).

Participants are provided with a briefing of what is required to successfully complete the assessment; to ensure they are completely aware of the conduct of assessment as well as the required skills, knowledge and behaviour the assessor is looking for within the assessment.

Participants are offered multiple opportunities to demonstrate knowledge and skills throughout the program. At the completion of all the assessment tasks the participant will be provided feedback on their abilities and responses.

CERTIFICATION

If a participant is assessed as 'Competent' in this course, they will progress to the Master Builders certification process as described in the Participant Handbook for the Statement of Attainment of:

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If a participant is assessed as 'Not Yet Competent' in this course they will not receive a Statement of Attainment. They are invited to re-enroll into the course again any time, at the full course fee.

FEES AND CHARGES

Information about Master Builders fees, charges, refunds and withdrawals is provided in the Participant Handbook which is available on our website. The fee for this one day course is:

- \$175 per person for Master Builder's Members
- \$228 per person for Non-Members

All fees are GST exempt.

CLOTHING REQUIREMENTS

Whilst undertaking this course, participants must wear closed footwear and appropriate clothing suitable for a work environment (no thongs, singlets, shorts etc).

UNIQUE STUDENT IDENTIFIER (USI)

Any person undertaking nationally recognised training in Australia is required to have a Unique Student Identifier (USI). Master Builders cannot issue a Certificate or Statement of Attainment to a participant who does not have a USI. Master Builders will request the participant creates their USI prior to course commencement. If this is not possible Master Builders have facilities at their training centres for the participant to create their USI prior to course commencement with the assistance of Master Builders' staff. For further information on the USI please refer to our website or Participant Handbook.

CONTACT DETAILS

To discuss this course or any of the course requirements in more detail, please do not hesitate to call or email us through the contact details on our website.

WHY MASTER BUILDERS?

- ✓ **Quality** - we care about our industry
 - ✓ **Recognition** - we are respected by the industry
 - ✓ **Affordability** - we offer cost-effective courses
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FOR MORE INFORMATION

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 -  www.skillassessment.com.au
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