

## Emergency First Aid in the Workplace (Appointed Person)



### What is an Appointed Person?

Where an employer's assessment of their First Aid needs identifies that fully qualified First Aiders are not necessary, then the minimum requirement is to appoint a person to take charge of the First Aid arrangements i.e. an "Appointed Person"

The Appointed Person's duties should include looking after the equipment and facilities and calling emergency services when required. Arrangements should be made for an Appointed Person to be available for these duties at **all times when people are at work.**

**Note:** *To carry out their role, Appointed Persons do not necessarily have to undergo first aid training but when this is the case they **must** appreciate that they are not First Aiders and should not attempt to give First-Aid for which they have not been trained,*

### Intended for:

For those employers who wish their Appointed Persons to also have basic First Aid training, Fraser & Associates provide this minimum six-hour programme (usually delivered in one day) for those who wish to gain knowledge of emergency procedures and attain a recognised qualification in First Aid. By the end of the course, candidates will be able to demonstrate the essential knowledge and skills needed to deal with emergencies in the workplace.

### Topic areas covered;

<ul style="list-style-type: none"><li>• What is First Aid?</li><li>• First Aid in the Workplace</li><li>• Responsibilities of the Appointed Person</li><li>• Action at an Emergency</li><li>• Primary Assessment</li><li>• Secondary Assessment</li></ul>	<ul style="list-style-type: none"><li>• Breathing and Circulation</li><li>• Principles of Resuscitation</li><li>• Airway Obstruction</li><li>• Disorders of Circulation</li><li>• Bleeding</li></ul>
---	--

The course tutor will carry out an on-going assessment and successful students will receive a certificate recognised by the Health and Safety Executive - valid for a period of three years.

**Prior knowledge;** None required  
**Course duration;** 6 Hours  
**Numbers;** **Minimum;** By agreement with client;  
**Maximum;** 12

[www.fraser-associates.co.uk](http://www.fraser-associates.co.uk)

© Fraser & Associates Ltd 2002-2007