



# Course Overview and Pre-Enrolment Information

## - Provide First Aid -

### **COURSE OVERVIEW**

This course covers the skills and knowledge required to provide first aid response, life support, management of casualty(s), the incident and other first aiders, until the arrival of medical or other assistance. Topics included in this course are, assessing the situation, applying first aid procedures, communicating the details of the incident, evaluating own performance.

### **QUALIFICATION INFORMATION**

Upon successful completion of this course, participants will be awarded with the following:

HLTAID003 – Provide First Aid.

This unit is nationally recognized and has been taken from the HLT Health Training Package.

### **COURSE REQUIREMENTS**

One Unit Of Competency is required to complete this course

Unit Code	Unit Title
HLTAID003	Provide first aid

### **VOCATIONAL OUTCOMES**

Upon successful completion of this course, participants may be able to consider the following job roles:

- First aider
- Member of an emergency response team
- Carer
- Child Care worker
- Safety officer etc

This Unit is appropriate for those working in any particular job role.

### **DELIVERY**

This Course is open to the public and is delivered at our purpose built facility over one (1) day. Participants will be facilitated in practical activities. Face to Face training will be under the guidance of one of our qualified and experienced trainers who hold the relevant and up to date qualifications and Vocational Education. Morning tea/coffee and lunch is provided.



## **PRE-REQUISITES**

Participants must have previously completed a full nationally accredited first aid training course. Evidence is required upon enrollment.

## **ENTRY REQUIREMENTS**

Participants are required to wear appropriate dress and bring with them a pen/pencil.

## **LEARNING PATHWAYS**

This competency forms part of HLT Health Training Package. Further information can be found at [www.cshisc.com.au](http://www.cshisc.com.au)

## **RECOGNITION OF PRIOR LEARNING / RECOGNITION OF CURRENT COMPETENCY**

Due the short nature of this course, RPL is not offered.

## **FEES, CHARGES AND REFUNDS**

Thurgoona Training Academy does not require payment prior to attending this course. No fee for cancellation will be imposed providing we are notified in writing seven calendar days prior to the course commencement. Cancellation received 48 hours prior to the course will be subject to a 15% administration fee and a non attendance without notification will be subject to 50% of the course fee.

## **STUDENT INFORMATION**

If you require special assistance, including language literacy, and numeracy please notify us and support services can be arranged. Students will be supplied with the 'Student Handbook' at the commencement of training. This handbook provides students with accredited training guidelines. All students have the right to lodge an appeal or complaint in regard to the outcome of this unit. For further information please request a copy of our appeals & complaints procedure via administration. For further information visit our website at: [www.thurgoonatraining.com.au](http://www.thurgoonatraining.com.au)

## **HOW TO APPLY**

Complete the attached "Confirmation / Booking form for Attending a Course" and return it to:

Postal address: 4 Bennett Road, Thurgoona NSW 2640  
Academy: 137 Williams Road, Thurgoona NSW 2640  
Fax: + 61 (02) 6043 3258  
Email: [office@thurgoonatraining.com.au](mailto:office@thurgoonatraining.com.au)

***Participants are required to bring with their USI number. Should you not already have your USI please apply for one at [www.usi.gov.au](http://www.usi.gov.au)***



**COURSE TIMES**

Courses conducted at Thurgoona Training Academy commence at **8.30am** and conclude at approximately **4.30pm** unless specified otherwise. Participants are asked to ensure they arrive ten (10) minutes prior to commencement of the course.

**COURSE FEES**

The fee for this course is available upon request. This price does not attract GST. Please note that we do not have Eftpos facilities. Payment options are direct deposit or cash.

**FURTHER INFORMATION**

For further information regarding this or any other course please feel free to contact our office. Our office is attended weekdays between the hours of 8am and 5.30pm. Our website has other course information available 24hrs a day and is updated continuously. Our scope of registration can be found at the following address: [www.training.gov.au](http://www.training.gov.au)

