

Basic Workplace First Aid Training Course

HLTFA201A Provide Basic Emergency Life Support



College of Electrical Training (CET)

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Connect Your Mind

17/08/2010

Course Overview

The aim of this course is to develop skills and knowledge required to recognise and respond to life threatening emergencies. This includes calling for help, providing basic life support and basic management of common life-threatening conditions in a workplace context.

Course Content

Introduction to First Aid:

- Safety
- Legal and Social Issues
- Documentation

Emergency Action Plan Including:

- Basic life support
- Care of the unconscious

Trauma Management:

- External and internal bleeding
- Shock
- Burns
- Soft tissue injuries
- Fractures

Medical Emergency Management:

- Anaphylaxis
- Asthma
- Choking
- Heart conditions

Course Requirements

The CET safety policy requires all course participants to wear enclosed shoes, long sleeves and long pants whilst on CET premises.

Course Duration

Full time - 1 day (8 hours)

Certification and Assessment

Upon successful course completion students will be provided with a Statement of Attainment by FATE Training which is valid for three years. It is recommended that annual CPR training be undertaken.

How to Enrol

This course is only run on demand so therefore it will be subject to numbers. Please complete and return the registration form to register your interest, once we have enough people interested in the course we will schedule a date.

Skills Recognition

Our skills recognition process benefits students who have achieved prior training skills or knowledge and applies to Skills Recognition, Recognition of Prior Learning (RPL), Credit Transfer, Advanced Study or Exemption.

If you believe you are entitled to any of the above-mentioned we encourage you to fill out the Application Form for Skills Recognition, which is available from our administration team. Your application will be assessed on an individual basis.

Cancellation Policy

8 days or more prior to course commencement	100% fee refund
2 to 7 days prior to course commencement	90% fee refund
1 day or less prior to course commencement	Nil fee refund

Course Fees

Subsidised course fees may be available to persons currently working in the building and construction industry or unemployed persons who have worked in that trade in the previous 6 months.

The fee subsidy does not apply to persons working in the security and mining industries and Government employees.

Please refer to the course registration form for current subsidised and non-subsidised course fees.

To be eligible for subsidised course fees students must sign the 'Fee Subsidy Declaration' on the course registration form.

Should you have any queries please do not hesitate to contact:

Balcatta Campus

Taya Marshall

Phone: (08) 9240 7700

Email: admin4@cet.asn.au



Registration Form - Basic Workplace

First Aid Training Course:

Where did you find out about the CET?

Surname _____

First Name _____

Date of Birth ____/____/____

Private Address _____

Suburb _____ Postcode _____

Telephone _____

Mobile _____

E-mail _____

Facsimile _____

Company _____

Company Address _____

Company Ph No _____

Course Date _____

Course Fees

Non Subsidised Fee	\$ 150.00
Subsidised Fee	\$ 37.00

Price includes Certification through FATE Training

Work History Form MUST be filled out and submitted if paying the Subsidised Fee

Please find enclosed my cheque / money order / credit card authority / company purchase order payable to the CET for \$ _____

Paid by (if other than student, please provide name and address details) _____

Basic Workplace First Aid Training

FEE SUBSIDY DECLARATION

I _____ (full name)

(please tick)

- Am currently working in the building & construction industry
- Am currently unemployed and have worked in the building & construction industry in the past 6 months

Please note: If the CTF declines this subsidy application you will be required to pay the full (non subsidised) fee immediately - persons working in the mining industry, for the government or the armed service are not eligible for the subsidy.

Name of Employer _____
(required to claim the fee subsidy)

(Signature)

(Date)

NOTE: The CTF subsidy reduces the student fee by up to 80%.



The Supplementary Skills Program is subsidised by the Construction Training Fund Board and we would like to acknowledge the Board's continued support of skills development in the building and construction industry.

Please forward with your payment to:
See address details on front page

