



Award in First Aid at Work

LEVEL
3

This qualification is aimed at those who intend to develop and gain formal recognition of their knowledge, understanding and skills of first aid at work.



Total Qualification Time:
22 hrs

Qualification Number: 610/1548/9

Qualification Age: 16



Guided Learning (GL):
18 hrs

Availability: This qualification is regulated in England and Wales

Operational From: 30 September 2022



Qualification Objectives

What does this qualification cover?

The objective of this qualification is to provide learners with the knowledge, understanding and skills to become first aiders in the workplace.

Who is the qualification for?

This qualification is aimed at individuals who intend to develop and gain formal recognition of their knowledge, understanding and skills of first aid at work.

Who supports this qualification?

The SFJ Awards Level 3 Award in First Aid at Work meets the requirements of the Health and Safety Executive (HSE) First Aid Regulations for training first aiders in those organisations that have identified the need for staff to be trained to this level within their first aid needs assessments.



Qualification Progression

What future education could this qualification lead to?

This qualification creates a number of opportunities for progression into other first aid qualifications.

What future employment could this qualification lead to?

As all employers are required by law to have first aid provision for their employees, this qualification is appropriate for all individuals working or intending to work at any organisational level.



Qualification Achievement

What are the entry requirements for the qualification?

Prior to registration learners are required to be:

- accurately identified
- at least 16 years of age
- learners should be proficient in the use of English language and physically capable of completing the practical activities involved.

How will it be assessed?

This qualification contains 2 mandatory units to be completed by the learner. Each unit is comprised of a number of learning outcomes and assessment criteria which must all be achieved.

Learning outcomes that begin 'The learner will understand...' will be assessed through theory-based activities.

Learning outcomes that begin 'The learner will be able to...' are assessed through practical activities.

For example:

Learning outcomes The learner will...	Assessment criteria The learner will...
1. Understand the role and responsibilities of a first aider	1.1 Identify the role and responsibilities of a first aider 1.2 Identify how to minimise the risk of infection to self and others 1.3 Identify the need for consent to provide first aid
2. Be able to assess an emergency situation safely	2.1 Conduct a scene survey 2.2 Conduct a primary survey of a casualty 2.3 Summon appropriate assistance when necessary

How is the qualification achieved?

The learner will need to complete 2 mandatory units.

What will be assessed?

All learning outcomes in this qualification must be assessed using methods appropriate for the learning outcomes, which may be knowledge or skills based:

- Portfolio of Evidence
- Practical Demonstration / Assignment



Qualification Delivery

What facilities and/or equipment are needed to deliver this qualification?

The approved centre is required to have:

- one or more delivery sites with facilities to support the programme of training and assessment
- equipment in place to facilitate the full programme of learning and assessment
- opportunities in the workplace for learners to carry out tasks/activities which allow them to generate evidence to meet assessment criteria.

What qualification materials support this qualification?

This qualification is supported by additional documents which must be read by all relevant personnel within approved centres approved to offer this qualification. These include:

- SFJ Level 3 Award in First Aid at Work Qualification Handbook, detailing unit specifications, learning outcomes and assessment criteria for the qualification
- SFJ Awards Centre Handbook
- SFJ Awards Assessment Guidance
- SFJ Awards Quality Assurance (Internal and External) Guidance

Our policies are available on the SFJ Awards website
<https://sfjawards.com/policies/>.

SFJ Awards also have template forms available to support assessors and internal quality assurers.

What workforce is needed to be able to deliver this qualification?

The approved centre is required to have a qualified and competent qualification workforce in place which includes as a minimum:

- Head of Centre
- Centre Coordinator
- Assessor(s) and Internal Quality Assurers (IQA) who:
 - Are occupationally knowledgeable in first aid
 - Have current occupational competence in first aid
- Assessors who are:
 - Qualified with a recognised assessor qualification, or
 - Working towards a recognised assessor qualification, or
 - Able to prove equivalent competence through training to appropriate national standards
- IQA(s) who are:
 - Qualified with a recognised IQA qualification, or
 - Working towards a recognised IQA qualification, or
 - Able to prove equivalent competence through training to appropriate national standards

How much does this qualification cost?

Qualification registration fees are available from SFJ Awards on request.

How to apply to deliver this qualification

SFJ Awards' approved centres should complete the Qualification Approval Form available from Odyssey or the Centre Resources section of the website:

www.sfjawards.com/centres/centre-resources

Other centres will need to become approved by SFJ Awards. For information and the centre application form please see our website:

www.sfjawards.com/centres/become-a-centre

For more information please contact SFJ Awards' Customer Support Team:

Tel: 0114 284 1970

Email: info@sfjawards.com

Website: www.sfjawards.com



Qualification Structure

Learners must successfully complete 2 mandatory units to achieve the qualification

Unit title	Level	GL	Reference	Assessment method(s)
Emergency First Aid in the Workplace	3	6	J/650/4320	All learning outcomes in this qualification must be assessed using methods appropriate for the learning outcomes, which may be knowledge or skills based:
Recognition and Management of Illness and Injury in the Workplace	3	12	K/650/4321	<ul style="list-style-type: none">• Portfolio of Evidence• Practical Demonstration / Assignment

Contacts



SFJ Awards

Tel: 0114 284 1970
Email: info@sfjawards.com
Website: www.sfjawards.com

Ofqual

Tel: 0300 303 3344
Email: public.enquiries@ofqual.gov.uk
Website: www.gov.uk/government/organisations/ofqual

Qualifications Wales

Tel: 01633 373 222
Email: enquiries@qualificationswales.org
Website: www.qualificationswales.org

CCEA

How to contact: <https://ccea.org.uk/contact>
Email: info@ccea.org.uk
Website: <https://ccea.org.uk/regulation>

Skills for Justice

How to contact: www.sfjuk.com/contact
Email: contactus@sfjuk.com
Website: www.sfjuk.com

© SFJ Awards 2021

The content of this document is, unless otherwise indicated, Copyright © SFJ Awards and may not be copied, revised, reproduced, or distributed, without prior written consent from SFJ Awards. However, approved SFJ Awards centres may use and reproduce this document free of charge when teaching/assessing learners working towards SFJ Awards qualifications, or for SFJ Awards related administration purposes. Learners may copy the document for their own use only when working towards SFJ Awards qualifications via an approved SFJ Awards centre. Enquiries should be addressed to SFJ Awards.

SFJ Awards

Consult House, 4 Hayland Street, Sheffield S9 1BY

Tel: 0114 284 1970
Email: info@sfjawards.com
Website: www.sfjawards.com

SFJ Awards is an awarding organisation recognised and regulated by the Office of the Qualifications and Examinations Regulation (Ofqual) in England, Council for the Curriculum, Examinations and Assessment (CCEA) Regulation in Northern Ireland, Qualifications Wales in Wales, and SQA in Scotland.

SFJ Awards is part of the Workforce Development Trust, a not for profit organisation, together with Skills for Justice and Skills for Health. For over 10 years Skills for Health and Skills for Justice have been working with employers, Governments of the UK and agencies within the skills system, to better equip workforces with the right skills now and for the future. During this time both Skills for Health and Skills for Justice have earned an enviable reputation for their knowledge of the health and justice sectors and their proactive approach to the development of skills and qualifications, along with an ability to deliver genuinely workable solutions for the employers they represent. SFJ Awards is an awarding organisation that builds upon this reputation. We work with employers in the policing, community safety, legal, armed forces and health sectors and understand their specific challenges, enabling us to quality assure learning outcomes that are suited to the needs of the sectors.