

To all interested parties

CONSULTATION ON REVISED GUIDANCE INCORPORATING A NEW TRAINING REGIME FOR FIRST AIDERS IN THE WORKPLACE

Review of the First Aid at Work Regulations

1 In 2003/2004, the Health and Safety Executive (HSE) conducted a review of the Health and Safety (First-Aid) Regulations 1981. This was aimed at evaluating whether the Regulations were still effective in meeting the needs of modern businesses. To help inform the review, HSE commissioned research and consulted with stakeholders including employers, employees, first aiders and first aid at work (FAW) training providers. Details of the review can be found on the first aid web pages of HSE's website at: (<http://www.hse.gov.uk/firstaid/program.htm>).

2 Based on the findings of the review, a number of recommendations were made in a paper to the Health and Safety Commission in September 2004 (<http://www.hse.gov.uk/aboutus/hsc/meetings/2004/070904/c33.pdf>). The Commission agreed that the Regulations and accompanying Approved Code of Practice should not be changed but that within this framework there should be a new training regime for first aiders in the workplace.

3 A recent paper published on HSE's website outlines the new first aid training courses and future approval and monitoring of training providers that want to run them (<http://www.hse.gov.uk/firstaid/review/nov07.htm>).

Revised guidance

4 To support introduction of the new training courses and approval arrangements, HSE has revised its current guidance for employers (First aid at work - Approved Code of Practice and Guidance [L74]) and FAW training providers (www.hse.gov.uk/firstaid/approval.pdf). The draft, revised guidance notes are attached.

5 Previous consultation exercises have examined the structure and content of the new first aid training courses in detail, and these have been finalised. The revised guidance is more wide ranging.

Draft guidance for employers

6 This focuses on assessment of first aid needs, first aid equipment and facilities, and first aid personnel. It follows a similar structure to the current version of L74. We would especially welcome comments on the following:

- a) The first aid needs assessment (**paragraphs 4-32**) and the flow chart in **Appendix 4** to help employers decide the category and number of

first aid personnel they should provide.

- b) The introduction of paramedics registered with the Health Professions Council as having training and experience that qualifies them to administer first aid in the workplace (**paragraph 53**).
- c) The option of using in-house occupational health professionals, where available, to run annual refresher training (**paragraph 61**).

Draft guidance for training providers

7 This outlines where to apply for approval to run the new first aid courses and HSE's procedures for gaining and maintaining approval to run FAW courses. We would especially welcome comments on the following:

- a) The requirement for those training providers wishing to run one day emergency first aid at work courses *only* (and not full FAW courses) to gain approval by a recognised Awarding Body of the Qualifications and Curriculum Authority/ Scottish Qualifications Authority (**paragraph 8**).
- b) The option of using in-house occupational health professionals, where available, to run annual refresher training (**paragraph 8**).
- c) The recommendation that a single trainer teaches no more than 12 students on an FAW course (**Appendix 5, paragraph 5**).
- d) The introduction of paramedics registered with the Health Professions Council as having an exemption from the requirement to hold an FAW certificate to become a trainer and/ or assessor (**Appendix 5, paragraph 10**).
- e) The use of one assessor where the number of students on an FAW course is no greater than six (**Appendix 5, paragraph 29**).

Invitation to comment

8 You are invited to comment on the draft guidance **by 8 February 2008**. A list of consultees is shown in Appendix 1. It would be helpful if all comments could be preceded by the paragraph number/ appendix that they relate to in the draft guidance. Please send your response to:

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APPENDIX 1 LIST OF CONSULTEES

- Association of First Aiders
- Association of Independent First Aid at Work Training Organisations
- Association of Occupational Health Nurse Practitioners
- British Chambers of Commerce
- British Healthcare Trades Association
- British Paramedic Association
- Confederation of British Industry
- Department for Business, Enterprise and Regulatory Reform
- Department for Children, Schools and Families
- Department for Work and Pensions
- Department of Health
- Federation of First Aid Training Organisations
- Federation of Small Businesses
- First Aid at Work Council
- Health and Safety Executive for Northern Ireland
- International Marine Contractors Association
- Local Authorities Coordinators of Regulatory Services
- Maritime and Coastguard Agency
- Resuscitation Council (UK)
- Scottish Government
- Society of Occupational Medicine
- Trades Union Congress
- Welsh Assembly Government