

A Learner's guide to the
QNUK Level 3 Award in
Responding to Incidents with an AED
(RQF)

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Introduction

This qualification specification outlines key information required by learners to ensure they are able to make an informed decision in regard to the qualifications they are undertaking.

Qualification purpose

This qualification is aimed those working in an environment where an AED is available and staff members need additional training in its use and maintenance. The qualification has been mapped to current Resuscitation Council (UK) guidelines.

Qualification objective

This qualification has the purpose of supporting a role in the workplace.

Qualification structure

Qualification accreditation number	603/2456/9
Qualification level	3
Guided learning hours (GLH)	3
Total Qualification Time (TQT)	5
Credit value	1
Validity	12 months

Pre-requisites

This qualification is aimed at those over 16 who are able to undertake the responsibilities associated with having an AED on site.

Learners between 14-16 years can undertake the qualification, however they should not be relied upon by employers to be fully responsible for the AED(s)

Due to the language of the assessment, it is recommended that learners have sufficient command of the English language in order to understand the assessment and to undertake the recommended assessment methods.

Attendees will be required to demonstrate First Aid procedures as they would in a real work environment. This includes providing CPR to a casualty who is on the floor, therefore be physically capable of doing so.

There are no other pre-requisites for this qualification.

Delivery requirements

This qualification is typically delivered in a face-to-face format over a half-day period.

Learners should complete the qualification within 4 weeks.

Trainer to learner ratio

The maximum trainer to learner ratio for this qualification is 1:12.

Optional and additional units

Learners may take this qualification as a bolt-on to other First Aid courses. Where this occurs, learners will need to complete at least 60-90 mins learning time to consolidate the additional content.

Blended learning

Blended learning is not acceptable for this qualification.

Units of assessment

This qualification has one mandatory unit

Unit one title	Maintaining and using an Automated External Defibrillator
Unit one reference number	L/616/4946
Level	3
Credit	1
Guided learning hours	3
Status	Mandatory

Details on the knowledge and understanding which will be assessed can be found in Appendix 1 and 2 of this document.

Assessment methods

Learners are assessed for this qualification using the following methods:

- Multiple choice question paper
- Practical observation

The assessment will take place under examination conditions; i.e. learners will sit at least 1.25 metres apart and will not be allowed to confer during the examination. No books, including dictionaries, will be permitted during the examination.

Multiple choice question paper

Each learner will be assessed for this qualification by the completion of a multiple choice examination paper.

Example questions can be found in Appendix 3 of this document.

Method	Multiple choice examination
Language of assessment	English
Grading	Pass/Fail
Pass mark	70% (5/7)
Duration	20 minutes

Practical observation

Each learner will be assessed for this qualification by the completion of a number of practical assessments.

Method	Practical observation
Language of assessment	English
Grading	Pass/Fail
Pass mark	100%
Duration	As required

Reasonable adjustments

All learners are required to complete the assessment criteria in a manner appropriate to the purpose of the qualification.

For this qualification learners must be able to perform relevant practical tasks on the floor during the summative assessment.

The prescribed assessment methods for this qualification should not unfairly disadvantage learners, who would otherwise be able to demonstrate competence in the assessment criteria and in line with the purpose of the qualification.

If you feel the assessment methods above would disadvantage you, please contact your centre to discuss reasonable adjustment.

Results

Once learners have completed their assessment, the centre is required to submit their results to Qualifications Network for moderation within 10 working days of the date of assessment. We will issue verified results and appropriate certification to the approved centre within 7 working days of receiving those results. Results and/or certificates will then be forwarded to learners by the Centre. Learners should expect to receive all results within 20 working days of the date they take the assessment. If they have not received them within 25 working days, they should contact their centre in the first instance.

Progression routes

Learners undertaking this qualification may wish to progress to the QNUK Level 3 Award in First Aid at Work (RQF)

Acceptable forms of I.D.

All learners must provide suitable identification documentation (I.D.) prior to being allowed to take an assessment for this qualification. This is a regulatory requirement. Centres must ensure that all I.D. is checked, and the I.D. type noted on the Cohort Register.

Learners who do not have an acceptable form of I.D. will not be allowed to take the assessment.

The list below outlines acceptable forms of identification for learners undertaking a regulated qualification with Qualifications Network.

Ideally learners should provide at least 1 form of photo I.D. If photo I.D is not available, 2 forms of non-photographic I.D can be accepted.

Acceptable forms of photographic I.D (1 required) are:

- Signed UK Photo card driving licence
- Signed passport (any nationality)
- Valid EU Photo identity card
- SIA security licence (with photo)
- Current and valid warrant card issued by HM forces or Police
- Current and valid Prison Service card (with photo)
- Proof of age card
- Employee photo identification card
- Student photo identification card for a recognised educational establishment
- Firearms licence (with photo)

Acceptable forms of non-photographic I.D (2 required) are:

- Current driving licence – paper version
- Birth certificate
- Marriage/civil partnership certificate
- Mortgage statement (issued within past 12 months)
- Bank or building society statement (issued within last 3 months)
- Bank or building society account opening confirmation letter (issued within last 3 months)
- Credit card statement (issued within last 3 months)
- Pension or endowment financial statement (issued within last 12 months)
- P45 or P60 statement (issued within last 12 months)
- Council tax statement (issued within last 12 months)
- Valid work permit or visa issue by UK government
- Utility bill – excluding mobile phone bill (issued within last 3 months)
- Benefit statement e.g. child benefit, pension (issued within last 3 months)

Appendix 1 Learning Outcomes and Assessment Criteria

Unit 1 Maintaining and using an Automated External Defibrillator

The following details the learning outcomes for this qualification and the assessment criteria referred to within the assessment and used to determine if a learner has met a learning outcome. Further details of how learning outcomes and assessment criteria are covered is included in Appendix 2 Unit 1 Indicative Content.

		Assessment Method	
		MCQ	Obs
1	Be able to assess an incident; in relation to:		
1.1	conducting a scene survey		✓
1.2	conducting a primary survey of a casualty		✓
1.3	summoning appropriate assistance when necessary		✓
2	Be able to provide First Aid to an unresponsive casualty that is not breathing normally; in relation to:		
2.1	when to administer Cardio-Pulmonary Resuscitation (CPR)		✓
2.2	demonstrating CPR using a manikin		✓
2.3	demonstrating CPR for: <ul style="list-style-type: none"> • An adult victim of drowning • Child or infant 		✓
2.4	demonstrating the correct use of an Automated External Defibrillator		✓
2.5	conducting a hand over to the emergency services		✓
3	Be able to provide First Aid to an unresponsive casualty that is breathing normally; in relation to:		
3.1	when to place a casualty into the recovery position		✓
3.2	demonstrating how to place a casualty into the recovery position		✓
4	Be able to provide First Aid to a casualty who is choking; in relation to:		
4.1	Identify when choking is: <ul style="list-style-type: none"> • mild • severe 		✓
4.2	demonstrating how to administer First Aid to a casualty who is choking		✓
5	Understand the principles of using and maintaining an AED; in relation to:		
5.1	the links of the chain of survival	✓	
5.2	when a defibrillator battery requires changing	✓	
5.3	when electrode pads need replacing	✓	
5.4	how to troubleshoot problems if the automated external defibrillator does not function correctly	✓	
5.5	the safety considerations when using AEDs	✓	

Appendix 2 Indicative Content

1.1	Conducting a scene survey	Learners can demonstrate an awareness of the environment, other hazards, bystanders and available First Aid equipment.
1.2	Conducting a primary survey of a casualty	Learners can conduct a primary survey of a casualty, to include: dangers, response, open airway and breathing check.
1.3	Summoning appropriate assistance when necessary	Learners will know the type of assistance they require; whether bystanders or the emergency services, on completion of a primary survey.
2.1	When to administer Cardio-Pulmonary Resuscitation (CPR)	Learners know how to differentiate between casualties who require resuscitation and when they should be placed into a recovery position. Learners will also be aware of agonal gasps.
2.2	Demonstrating CPR using a manikin	The learner will demonstrate basic CPR in accordance with current Resuscitation Council (UK) guidelines, to include the use of an AED including the placement of pads and following of AED instructions.
2.3	Demonstrating CPR for: <ul style="list-style-type: none"> • An adult victim of drowning • Child or infant 	Learners will be able to demonstrate CPR for an infant and child to include modifications for the adult CPR protocol. Learners will also learn the protocol for adult victims of drowning, to include 5 initial breaths.
2.4	Demonstrating the correct use of an Automated External Defibrillator	Learners will be able to demonstrate the correct usage of an AED. This will include correct pad placement for adults and paediatric casualties. Learners will need to be able to follow the instructions from the AED and trouble shoot as appropriate.
2.5	Conducting a hand over to the emergency services	Learners will be able to provide a handover to the emergency services, to include relevant information about the casualty, the incident and the treatment provided so far, including the number of shocks provided.
3.1	When to place a casualty into the recovery position	Learners know how to differentiate between casualties who require resuscitation and when they should be placed into a recovery position.
3.2	Demonstrating how to place a casualty into the recovery position	The learner can demonstrate the recovery position, as outlined by the latest Resuscitation Council (UK) guidelines.

4.1	Identifying when choking is: <ul style="list-style-type: none"> • mild • severe
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Learners will know the recognition features of a mild and a severe obstruction of the airway.

4.2	Demonstrating how to administer First Aid to a casualty who is choking
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Learners will be able to demonstrate the treatment protocol for a choking casualty, as per the current Resuscitation Council (UK) guidelines.

5.1	The links of the chain of survival
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Learners will know and understand the links in the chain of survival as outlined by the Resuscitation Council (UK) guidelines

5.2	When a defibrillator battery requires changing
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Learners will know when an AED battery needs to be changed and the importance of regular checks.

5.3	When electrode pads need replacing
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Learners will know when AED pads need to be changed and the importance of regular checks.

5.4	How to troubleshoot problems if the automated external defibrillator does not function correctly
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Learners will know how to troubleshoot problems while using an AED. To include: motion detected, check pads, no power to the unit, low battery warning and maintenance warning.

5.5	The safety considerations when using AEDs
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Learners will be aware of safety considerations, to include only using an AED on a casualty who is not breathing normally, using age appropriate pads if available, ensuring the casualty's chest is bare, Location of pads is dry and free from excessive hair and jewellery. Ensure metal such as jewellery, underwire bras are removed from the chest area. Ensure the casualty and AED unit are not in water and that AED pads are not touching conductive materials. Ensure the AED is used in an environment that is free for the risk of explosion and flammable vapours. Oxygen should be at least 1 metre away and switched off. Ensure no body touches the casualty during the shock phase. Learners should also be aware that AEDS can be used on infants and pregnant casualties.

Appendix 3 Specimen Assessment Material

- 1** Which of the following casualty's should AED pads be placed on to?
- A** A child who is conscious and breathing
 - B** An adult who is suffering from severe chest pains
 - C** A pregnant casualty who is not breathing normally
 - D** A senior citizen who is unconscious but breathing normally
- 2** What action should be taken if, when using an AED, there is a low battery warning alert?
- A** Stop using the AED and simply perform CPR
 - B** Stop CPR and attempt to find a new battery
 - C** Continue to use the unit until help arrives or no more shocks are available
 - D** Place the AED on charge and stop CPR
- 3** Which of the following is the last link in the chain of survival?
- A** Early CPR
 - B** Early defibrillation
 - C** Early post resuscitation care
 - D** Early recognition