



AOFAQ Level 3 Award in the

First Person on the Scene Intermediate



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Qualification Number: 601/8072/9

Level 3 FPOSi Qualification Specification V18.1

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Credit Value: 3 Credits

About the Awarding Organisation for Accredited Qualifications

AOFAQ is an Awarding Organisation recognised by the Government's regulatory bodies, Ofqual, CCEA and Qualification Wales. We specialise in designing qualifications for a wide range of workplaces and industries. To promote quality in training, we also produce qualifications for Trainers, Assessors and Internal Quality Assurers. For first aid qualifications where credibility is paramount, AOFAQ is the recognised awarding arm of the Association of First Aiders giving employers confidence in meeting their regulatory requirements second to none.

Qualification Introduction

The AOFAQ Level 3 Award in the First Person on Scene Intermediate qualification has been designed to provide the knowledge and skills to stabilise a patient for up to forty minutes until an ambulance or other pre-hospital care provider arrives. The knowledge and skills taught as part of the course are designed for the first person on scene to intervene within a scope of practice to utilise lifesaving interventions to preserve life and prevent deterioration of the patient.

This qualification is the foundation for AoFAQ's suite of Pre-Hospital Care qualifications and enables progression up to a Level 4 Diploma.

The qualification meets grade descriptor C of the Faculty of Pre-Hospital Care Pre-Hospital Emergency Medicine framework.

Clinical endorsement of the qualification is by the Faculty of Pre-Hospital Care, Royal College of Surgeons Edinburgh and the Association of First Aiders. On completion of the qualification, learners will be eligible to apply to the Faculty of Pre-Hospital Care for Level 3 Membership.

Note: The term "FPOS" must not be used with this qualification as FPOS is a registered Tradename of Pearson. This restriction includes but not limited to training, assessment and marketing materials." The AoFAQ Level 3 Award in the First Person on Scene Intermediate (RQF) qualification is a new Level 3 qualification.

As this is a Regulated Qualification, an Employer who obtains training from an AOFAQ Approved Centre is not required to carry out any due diligence on the training provider to ensure the suitability of the training (HSE statement). This certificate is valid for 3 years from the date of issue.

Qualification Structure

The First Person on the Scene Intermediate qualification consists of 1 mandatory unit as below:

Unit Title	Regulator Code	Unit Level	Credit Value	GLH	TQT
The First Person on the Scene Intermediate	J/507/8847	3	3	24	30

GLH = Guided learning hours

TQT = Total qualification time

Qualification Purpose

The purpose of the qualification is to provide learners with the knowledge and skills required to operate within a scope of practice to stabilise and treat a patient in need of care for up to forty minutes until an ambulance or other pre-hospital care provider arrives.

Target Learners

This qualification is aimed at:

- Community first responders and co responders e.g. police, fire and other emergency services
 - Military
 - Security and close protection officers
 - Event medical and stewarding staff
 - Voluntary sector
 - Cabin crew

Entry Requirements

On the first day of the course, learners must be 18 years of age or above. It is advisable that learners have a minimum standard of level 1 in literacy and numeracy or equivalent. It is also strongly recommended that learners hold an emergency first aid at work qualification.

Revalidation Requirements

This qualification is valid for 3 years. Once the qualification has expired, or due to expire the learner is required to re undertake the course again in order to maintain the qualification. Requalification training and assessment should be conducted in a minimum of 20 contact hours.

Relationship to other AOFAQ Qualifications

AOFAQ's First Person on the Scene Intermediate qualification will enable learners to progress onto other qualifications of either the same or greater level. These could be qualifications such as:

- Level 3 First Aid at Work
- Level 3 Paediatric First Aid
 - Level 4 Diploma

It also allows industry professionals to maintain their continuous professional development (CPD).

Assessment Methods (Grading Format)

Pass/Fail

This qualification is assessed by completion of a Multi Choice question paper and practical demonstrations.

Multi Choice papers are to be completed independently by the learner, with the trainer acting as the assessor.

Any incorrect questions will need to be addressed by the trainer to the learner through supplementary questioning.

Practical assessments should be completed by no more than 4 learners at one time.

All assessments must be done independently and with no support from other learners or trainer.

Trainer and Assessor Requirements

All trainers must have the skills, experience and knowledge to be able to teach and demonstrate their chosen subject discipline.

Every trainer wishing to deliver AOFAQ's Qualifications must be part of an Approved Training Provider (ATP) with the Awarding Organisation and provide evidence of:

- A relevant regulated Emergency Medical Practitioner qualification and/or experience as shown in Appendix 1
- A formal training and assessing qualification as shown in Appendix 2. All trainers must maintain their technical competence within the subject discipline. AOFAQ also reserves the right to request evidence of CPD (Continual Professional Development) to prove competency.
- An occupational competent and assigned IQA (Internal Quality Assurance) and all roles filled with their ATP.

Quality Assurance Requirements

Internal Quality Assurers (IQAs) which to quality assure any of AOFAQ must have knowledge and competency in their chosen discipline as well as knowledge and competency in Internal Quality Assurance and the assessment of qualifications.

For this qualification, an IQA must hold:

- A relevant regulated First Person on the Scene intermediate qualification and/or experience as shown in Appendix 1
 - An Internal Quality Assurance qualification as shown in Appendix 3

Please note: IQAs cannot quality assure a course for which they were a learner, the trainer and/or assessor.

Basic Resource Requirements

Venue:

Adequate space for all learners on the course to undertake theory and practical work

- One seat per learner
- Adequate writing surfaces for each learner to take notes
- Separate toilet facilities for male and female learners
- Adequate ventilation
- Suitable lighting for reading, combining a mixture of natural and artificial light
- The room should maintain a 'shirt sleeve' environment, minimum temperature 16°C
- Flooring should be carpeted, or mats / blankets provided for use during practical sessions
 - Maintain a clean, tidy and hygienic environment
- Consider whether there is noise that may distract learners from training

Minimum requirements:

- CPR infant manikins (1 per 4 learners)
 - AED trainers (1 per 4 learners)
- AED associated equipment- training pads, razors, towels etc
 - Suction device (1 per 4 learners)
- Airway management trainer (must be able to insert correctly OP and NP airways)
- Airway management equipment- selection of OP airways and sizes 7-8 for NP airways
 - Selection of trauma dressings and bandages
- Oxygen therapy equipment- Minimum of CD cylinder and a selection of non-rebreathe masks, 28% venture masks, nasal cannulae, bag valve masks and pocket masks
 - Manikin hygiene wipes
 - Selection of tourniquets
- Selection of adrenaline auto injector pens
 - Selection of cervical collars
 - Selection of burn dressings
 - Selection of slings

Unit Specification

Unit Title	The First Person on the Scene Intermediate	
Unit Aims and Outcomes	The aims of this unit are for learners to attain and demonstrate knowledge and practical competences and understanding required to deal with a range of incidences that may occur when acting as the first person on the scene.	
Learning outcome The learner will:	Assessment criteria - The learner can:	
1. Understand the role and responsibilities of the first person on scene during an emergency incident.	1.1	Explain the role and the responsibilities of the first person on scene
	1.2	List the types of personal protective equipment to be worn at an incident
	1.3	Explain the principles of scene safety
	1.4	Explain how to minimise the risk of infection
	1.5	Explain how to undertake a dynamic risk assessment of an incident scene
2. Understand the principles of scene management in pre-hospital care.	2.1	Differentiate between the capabilities of different emergency services personnel
	2.2	Explain the principles of using appropriate radio communications at an incident
	2.3	Differentiate between patients using the principles of triage to manage in accordance of the most life-threatening conditions first
	2.4	Demonstrate scene safety management
3. Know the principles required for effective and safe patient assessment in the pre-hospital care setting.	3.1	Explain the requirements for gaining consent from a patient before providing emergency care
	3.2	Explain the principles of communicating with patients
	3.3	Explain how to undertake a manual handling risk assessment
	3.4	Summarise the functions of the spine
	3.5	Summarise the principles of how to keep the back healthy
	3.6	Summarise the principles of undertaking a primary survey
4. Be able to assess an incident for dangers and respond appropriately.	4.1	Demonstrate how to assess an incident for any dangers to the first person on scene, the patient and others
5. Be able to assess patient's levels of consciousness.	5.1	Demonstrate how to assess a patient's levels of consciousness using: <ul style="list-style-type: none"> ▪ Alert ▪ Voice ▪ Pain ▪ Unresponsive
	6.1	Explain the term 'catastrophic bleeding'

6. Be able to recognise and manage a patient with a catastrophic bleed.	6.2	Explain the recognition features of catastrophic bleeding
	6.3	Summarise the different types of bleeding: <ul style="list-style-type: none"> ▪ Arterial ▪ Venous ▪ Capillary
	6.4	Demonstrate how to apply direct pressure
	6.5	Demonstrate how to apply indirect pressure
	6.6	Demonstrate how to apply a tourniquet
	7. Be able to assess and manage a patient's airway and recognise and manage a patient with a suspected spinal injury.	7.1
7.2		Demonstrate how to place the patients head in neutral alignment
7.3		Demonstrate how to open a patient's airway using the head tilt and chin lift procedure
7.4		Explain the types of situations which may indicate a cervical spine injury
7.5		Demonstrate how to open a patient's airway using the jaw thrust procedure
7.6		Demonstrate postural airway management
7.7		Demonstrate how to use suction
7.8		Demonstrate how to size and insert an oropharyngeal airway for an adult
7.9		Demonstrate how to manage an adult patient who is choking in accordance with current guidelines.
8. Be able to assess and manage a patient who is not breathing normally.		8.1
	8.2	Perform a respiratory assessment for breathing rate, depth and quality
	8.3	Demonstrate cardio-pulmonary resuscitation on an adult manikin in accordance to current guidelines
	8.4	Explain the safety considerations when using an automated external defibrillator
	8.5	Demonstrate how to use an automated external defibrillator safely and in accordance to current guidelines
	8.6	Explain the safety considerations when using oxygen
	8.7	Demonstrate how to administer oxygen via a bag valve mask
	8.8	Judge in accordance to current guidelines when to administer oxygen using: <ul style="list-style-type: none"> ▪ Non-rebreathe mask ▪ 28% venture mask ▪ Nasal cannulae
	8.9	Summarise the different causes of unconsciousness

	8.10	Demonstrate how to place an unconscious patient in the recovery position
9. Be able to assess a patient's circulation and manage a patient who is in shock.	9.1	Demonstrate how to assess the presence, rate and rhythm of circulation
	9.2	Demonstrate how to assess a patient's capillary refill time
	9.3	Summarise the different types of wounds: <ul style="list-style-type: none"> ▪ Incision ▪ Puncture ▪ Laceration ▪ Contusion ▪ Gunshot
	9.4	Explain how to estimate the amount of blood loss based on the types of wounds
	9.5	Demonstrate how to manage a patient who is bleeding
	9.6	Explain the term 'shock'
	9.7	Summarise the different types of shock: <ul style="list-style-type: none"> ▪ Cardiogenic shock ▪ Neurogenic shock ▪ Septicaemic shock ▪ Anaphylactic shock ▪ Hypovolaemic shock
	9.8	Demonstrate how to manage a patient in hypovolaemic shock
10. Be able to assess a patient's level of disability.	10.1	Demonstrate how to reassess a patient's levels of consciousness using AVPU (Alert, Voice, Pain, Unresponsive).
	10.2	Demonstrate how to perform a FAST test to recognise signs and symptoms of a possible stroke in a patient.
11. Know the principles of exposing the patient for further assessment and act upon environmental considerations.	11.1	Explain how to examine the clothes and areas surrounding the patient for signs of external bleeding
	11.2	Perform a head to toe secondary survey
	11.3	Explain how to undertake a patient history using: <ul style="list-style-type: none"> ▪ Signs and symptoms ▪ Allergies ▪ Medications ▪ Past history ▪ Last meal ▪ Events leading up to the incident
12. Know how to recognise and manage a range of medical emergencies in the pre-hospital care setting.	12.1	Summarise the recognition features of a range of pre-hospital medical emergencies including: <ul style="list-style-type: none"> ▪ Heart attack and angina ▪ Diabetes ▪ Stroke ▪ Seizures ▪ Asthma ▪ Anaphylaxis ▪ Fainting

		<ul style="list-style-type: none"> ▪ Poisoning
	12.2	<p>Explain the management of a range of pre-hospital medical emergencies including:</p> <ul style="list-style-type: none"> ▪ Heart attack and angina <ul style="list-style-type: none"> ▪ Diabetes ▪ Stroke ▪ Seizures ▪ Asthma ▪ Anaphylaxis <ul style="list-style-type: none"> ▪ Fainting ▪ Poisoning
	12.3	Demonstrate the safe use of an adrenaline auto injector using a training device
13. Know how to recognise and manage a range of trauma related emergencies in the pre-hospital care setting.	13.1	<p>Summarise the recognition features and management of:</p> <ul style="list-style-type: none"> ▪ Fractures ▪ Dislocations ▪ Sprains and strains
	13.2	<p>Summarise the recognition features and management of:</p> <ul style="list-style-type: none"> ▪ Concussion ▪ Cerebral compression <ul style="list-style-type: none"> ▪ Skull fracture ▪ Spinal injury
	13.3	Demonstrate the application of a cervical collar
	13.4	Summarise the recognition features and management of burns and scalds
	13.5	Summarise the management of a patient with an eye injury
14. Understand the recognition features of red flag sepsis in the pre-hospital care setting.	14.1	Explain the term 'sepsis'
	14.2	Summarise the recognition features of red flag sepsis in accordance to current guidelines Assisting the health care professional
15. Know how to recognise emergency care equipment to assist the health care professional.	15.1	Explain how to handover a patient to a healthcare professional
	15.2	State the purpose of a range of emergency care equipment.
16. Be able to manage a paediatric patient who is not breathing normally.	16.1	Demonstrate how to perform cardiopulmonary resuscitation on a child and an infant in accordance to current guidelines
	16.2	Demonstrate how to manage a choking child and infant in accordance to current guidelines
	16.3	Demonstrate how to place an unconscious infant and a child in the recovery position.

Appendix 1

All trainers, assessors, internal quality assurers and external quality assurers must have occupational knowledge and competence in Pre-Hospital Care. This may be evidenced by:

- Holding a qualification issued by an Ofqual/SQA Accreditation / Qualifications Wales/CCEA Regulation recognised Awarding Organisation/Body (or equivalent) as follows:

Qualification delivered:	Minimum qualification to be held by the Trainer/Assessor/IQA/EQA: ¹
First Person on the Scene Intermediate	First Person on the Scene Intermediate

- Current registration as a Doctor with the General Medical Council (GMC)²
OR
- Current registration as a Nurse with the Nursing and Midwifery Council (NMC)²
OR
- Current registration as a Paramedic with the Health and Care Professions Council (HCPC)²

¹If the trainer /assessor /IQA /EQA holds a non-regulated first aid qualification the awarding organisation/body should undertake due diligence to ensure current occupational knowledge and competence.

² registered healthcare professionals must act within their scope of practice and therefore have current expertise in first aid to teach/assess the subject.

Appendix 2

This list is **not exhaustive** but provides a guide to acceptable training and/or assessing qualifications. Trainers who also assess learner competence must hold a qualification (or separate qualifications) to enable them to perform both functions.

Qualification	Trainer	Assessor
Level 3 Award in Education and Training	✓	✓
Level 4 Certificate in Education and Training	✓	✓
Level 5 Diploma in Education and Training	✓	✓
Level 3 Award in Teaching and Assessing in First Aid Qualifications (RQF)	✓	✓
Cert Ed/PGCE/B Ed/M Ed	✓	✓
SVQ 3 Learning and Development SCQF Level 8	✓	✓
SVQ 4 Learning and Development SCQF Level 9	✓	✓
TQFE (Teaching Qualification for Further Education)	✓	✓
Planning and Delivering Learning Sessions to Groups SCQF Level 6 (SQA Unit)	✓	✓
SCQF Level 6 Award in Planning and Delivering Learning Sessions to Groups (SQA Accredited)	✓	✓
L&D Unit 6 Manage Learning and Development in Groups SCQF Level 8 (SQA Accredited)	✓	
L&D Unit 7 Facilitate Individual Learning and Development SCQF Level 8 (SQA Accredited)	✓	
L&D Unit 8 Engage and Support Learners in the Learning and Development Process SCQF Level 8 (SQA Accredited)	✓	
Carry Out the Assessment Process SCQF Level 7 (SQA Unit)		✓
Level 3 Award in Assessing Competence in the Work Environment		✓
Level 3 Award in Assessing Vocationally Related Achievement		✓
Level 3 Award in Understanding the Principles and Practices of Assessment		✓
Level 3 Certificate in Assessing Vocational Achievement		✓
L&D Unit 9DI Assess Workplace Competence Using Direct and Indirect Methods SCQF Level 8 (SQA Accredited)		✓
L&D Unit 9D Assess Workplace Competence Using Direct Methods SCQF Level 7 (SQA Accredited)		✓

Other Acceptable Qualifications		
CTLTS/DTLLS	✓	✓
PTLLS with unit 'Principles and Practice of Assessment' (12 credits)	✓	✓
Further and Adult Education Teacher's Certificate	✓	✓
IHCD Instructional Methods	✓	✓
IHCD Instructor Certificate	✓	✓
English National Board 998	✓	✓
Nursing mentorship qualifications	✓	✓
NOCN Trainer Assessor Award	✓	✓

S/NVQ level 3 in training and development	✓	✓
S/NVQ level 4 in training and development	✓	✓
PDA Developing Teaching Practice in Scotland's Colleges SCQF Level 9 (SQA Qualification)	✓	✓
PDA Teaching Practice in Scotland's Colleges SCQF Level 9 (SQA Qualification)	✓	
PTLLS (6 credits)	✓	
Regulated Qualifications based on the Learning and Development NOS 7 Facilitate Individual Learning and Development or NOS 6 Manage Learning and Development in Groups	✓	
Training Group A22, B22, C21, C23, C24	✓	
Learning and Teaching – Assessment and Quality Standards SCQF Level 9 (SQA Unit)		✓
A1 Assess Candidates Using a Range of Methods or D33 Assess Candidates Using Differing Sources of Evidence		✓
Conduct the Assessment Process SCQF Level 7 (SQA Unit)		✓
A2 Assess Candidate Performance through Observation or D32 Assess Candidate Performance		✓
Regulated Qualifications based on the Learning and Development NOS 9 Assess Learner Achievement		✓

Appendix 3

Qualifications suitable for Internal Quality Assurance

L&D Unit 11 Internally Monitor and Maintain the Quality of Workplace Assessment SCQF Level 8 (SQA Accredited)
Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice
Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice
Conduct the Internal Verification Process SCQF Level 8 (SQA Unit)
Regulated Qualifications based on the Learning and Development NOS 11 Internally Monitor and Maintain the Quality of Assessment
V1 Conduct Internal Quality Assurance of the Assessment Process or D34 Internally Verify the Assessment Process
Internally Verify the Assessment Process SCQF Level 8 (SQA Unit)

NOTE:

IQA's who do not hold a formal IQA qualification may alternatively attend Internal Quality Assurance CPD Training with an Awarding Organisation/Body.