

# COVID19 Response: F2F Training Guideline

## First Aid & Mental Health

### CONTEXT

This guideline is a statement of intent by Red Cross First Aid & Mental Health (FAMH) in relation to actions and measures that will be implemented in order to ensure the safety of staff, students and the community as we continue training delivery.

The guideline should be read in conjunction with the FAMH [Infection Control Policy & Procedure](#), the Australian Red Cross *ARC COVID-19 Guidelines for the safe return to the workplace* document and current advice from Department of Health [www.health.gov.au](http://www.health.gov.au)

### SCOPE

This guideline is for use by all staff within the scope of FAMH, and is also intended to provide information to all stakeholders regarding our safety measures as we continue face-to-face training.

### STATEMENT OF POLICY

#### Hygiene Measures

In addition to our standard hygiene practices in the classroom (such as sanitation of manikins, provision of face shields) which are outlined in our [Infection Control Policy and Procedure](#), on return to classroom training, FAMH will be implementing the following hygiene practices to ensure the safety of staff and students:

- Red Cross asks any students who meet the following [self-isolation criteria](#) to refrain from booking and/or attending if:
  - You are experiencing symptoms such as fever, coughing, sore throat, fatigue or shortness of breath.
  - You have COVID-19
  - If are awaiting results from a COVID-19 test (do not attend until you have your results and they are negative)
  - You have been in close contact with a confirmed case of COVID-19
  - You have been instructed to self-isolate or are in a lockdown area.
- Red Cross reserves the right to request students to leave classroom training if they are experiencing flu-like symptoms.
- Red Cross will waive transfer fees for any student who needs to reschedule on the basis of health resulting from the COVID-19 pandemic
- Students are encouraged to wash their hands with soap and warm water (or alcohol-based hand sanitiser) regularly throughout the training.
- Classroom waste is disposed appropriately
- Thorough and regular cleaning of classroom equipment including resources, chairs, tables and door handles.
- Promotion of [good personal hygiene](#) practices through print or digital resources.
- Masks will be required to be worn in accordance with state and territory based health authority regulations.

## Vaccinations

In line with state and territory health authority requirements, FAMH will verify the vaccination status of anyone entering training rooms, where required:

- Trainer vaccination status is confirmed by FAMH prior to training
- Students will be informed, in advance, of the requirement to be vaccinated and show proof of vaccination as a requirement of entry to training.
- FAMH reserves the right to deny entry to anyone who is unable to prove vaccination status in line with state-based health authority requirements.

## Physical Distancing

In addition to standard hygiene practices and the additional hygiene measures above – Red Cross will be implementing physical distancing measures aligned to advice from the following:

- The Department of Health’s [advice about social \(physical\) distancing](#) and [advice about public gatherings](#)
- The Australian Skills Quality Authority (ASQA) [advice about face-to-face training](#).
- The Department of Education’s advice (via Safework Australia) about [physical distancing](#).

In accordance with the advice above, we will be ensuring the safety of students, staff and the community by:

- We will implement in-class physical distancing
- Increasing classroom ventilation where possible

## CPR Assessments

Red Cross is following advice from:

- The updated Australian Industry Skills Committee’s from 15 April 2020 [AISC updated statement on the delivery of First Aid training](#)
- The Australian Resuscitation Council Guidelines
  - Flow chart for CPR in the Community
  - Flowchart Preparedness for CPR
  - Flowchart CPR in Hospital
  - (Available from <https://resus.org.au/>)

In line with the recommendations above, Red Cross trainers have been given direction regarding the assessment of CPR for an interim period:

- Trainers may provide a ‘reasonable adjustment’ to all students when teaching and assessing the performance of ventilations on a manikin.
- Students have the option of demonstrating rescue breathing on manikins **or by alternate means as below**
- Students may be to be assessed performing breaths to the side of a manikin.
- Assessors are to use their professional judgement in assessing competence of a student’s capacity to perform CPR under these new circumstances.

### Other Practical Activities & Assessments

In line with physical distancing and hygiene measures, Red Cross will keep classroom exercises, activities and assessments involving physical contact to a minimum. For example:

- Students can demonstrate bandaging techniques on themselves
- Students can provide a verbal descriptor regarding first aid actions to the trainer (i.e. describe how to put a casualty safely into the recovery position instead of physically doing so)
- Resources will be wiped clean between each use (i.e. Asthma inhalers, training auto-injector devices, automated external defibrillators).

### Staff Competency

In addition to hygiene practices, physical distancing measures and reasonable adjustments to assessments – Red Cross will also ensure the competency of our staff and trainers in relation to these measures by:

- All trainers complete mandatory training prior to returning to the classroom, which refreshes their skills regarding infection control, hygiene practices and this policy.
- Read and acknowledge the recommendations from Australian Industry and Skills Committee and the Australian Resuscitation Council.

### CONTACT

Any questions regarding this guideline can be directed to [quality@redcross.org.au](mailto:quality@redcross.org.au)

### POLICY ADVISORS

- Quality & Content Manager
- Red Cross Legal Counsel
- Australian Red Cross Workplace Health & Safety

### RELATED POLICIES AND LEGISLATION

- TAPOL02 [Infection Control Policy & Procedure](#)
- Australian Red Cross document: *ARC COVID-19 Guidelines for the Safe Return to the Workplace*
- Australian Government Department of Health (and related warnings). See [www.health.gov.au](http://www.health.gov.au)
- Australian Skills Quality Authority (ASQA) [advice about face-to-face training](#).
- Australian Resuscitation Council <https://resus.org.au/>
- Department of Education advice (via Safework Australia) about [physical distancing](#).
- The Australian Skills Industry Committee [AISC updated statement on the delivery of First Aid training](#)
- The [First Aid Companion Volume](#) on page 11 states that reasonable adjustment can be made to assessment procedures and RTOs should ensure that “the integrity of the unit of competency and/or qualification must be upheld.”

- In the case of ventilations used while performing CPR, the [ARC guidelines ANZCOR Guideline 5 – Breathing](#) are specific in the need to provide ventilations.
- RTOs should comply with the [Australian guidelines for the prevention and control infection healthcare-2019](#) and support the use of resuscitation barriers and other personal protective equipment as required.

**PUBLISHING DETAILS**

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**POLICY HISTORY**

| <b>Version</b> | <b>Version Approval Date</b> | <b>Approver</b> | <b>Summary of Changes</b>  |
|----------------|------------------------------|-----------------|--|
| 1.0            | 12/5/2020                    | Head of FAMH    | Implemented policy & procedure   |
| 2.0            | 13/7/2020                    | Head of FAMH    | Updating wording to include lockdowns i.e. Victoria restrictions               |
| 3.0            | 7/5/2021                     | Head of FAMH    | Updating reasonable adjustment procedure , AISC and ARC statements of delivery |
| 4.0            | 6/10/2021                    | Quality Manager | Updated to reflect state-based vaccination requirements, include masks         |