



HLTAID001- Provide Cardiopulmonary Resuscitation (Practical Assessment Tool)

ASSESSOR ONLY



Royal Life Saving

THE ROYAL LIFE SAVING SOCIETY WESTERN AUSTRALIA INC



FIRST AID

INSTRUCTIONS TO ASSESSORS

This document should be read and referred to prior to any learner assessment for The Provide Cardiopulmonary Resuscitation Course. The assessor should become familiar with all requirements associated with the assessment for these units of competency.

Assessment requirements for the learner are as follows:

Followed DRSABCD in line with ARC guidelines, including:

- performed at least 2 minutes of uninterrupted single rescuer cardiopulmonary resuscitation (CPR) (5 cycles of both compressions and ventilations) on an adult resuscitation manikin placed on the floor
- performed at least 2 minutes of uninterrupted single rescuer CPR (5 cycles both compressions and ventilations) on an infant resuscitation manikin placed on a firm surface
- responded appropriately in the event of regurgitation or vomiting
- followed the prompts of an AED
- managed the unconscious breathing casualty
- followed single rescue procedure, including the demonstration of a rotation of operators with minimal interruptions to compressions

Responded to at least one simulated first aid scenario contextualised to the candidate's workplace/community setting, including:

- demonstrated safe manual handling techniques
- provided an accurate verbal or written report of the incident

Preparation for the practical assessment

- Become familiar with this assessment tool.
- Be prepared for the delivery of this program.
- Any tools/equipment/resources are arranged. (see trainer resource checklist)
- Ensure the environment is adequate for verbal delivery of assessment.
- Gather relevant site standards and procedures from the appropriate authorised site specific personnel.

The Environment - Work Health and Safety

- Ensure all personnel have enclosed shoes and loose fitting clothing.
- Simulated assessment environment should simulate the real-life working environment where these skills and knowledge would be performed, with all the relevant equipment and resources of that working environment, where applicable.

Customising the assessment

The assessment should be customised to reflect the appropriate workplace environment, where applicable.

Carrying out the assessment

- Do not interrupt while the learner is performing a task.
- **Where the learner is working dangerously or without necessary care or confidence, the assessor must direct the learner to cease work and terminate the assessment. Immediate feedback should be given.**
- To gain overall competency in the unit, all assessment criteria must be met. All practical skills must be completed.

Completing the assessment

- Briefing to Learner: To ensure that the learner understands the assessment process the assessor must explain the assessment and any appeal processes to the learner.
- The assessment tool is structured to allow for suitable breaks where needed between blocks of tasks.
- On final completion of the overall assessment, this document must be completed by both the learner and assessor, and **signed by both parties**.
- Communicate to the learner any feedback comments or required action from your observation.
- The learner **MUST** complete all assessment tasks.
- The learner is provided with 2 attempts at all practical tasks.

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Assessor qualifications

Assessors must have the following:

- Certificate IV in Training and Assessment with TAEASS502 and TAELLN411 (or equivalent)
- industry competence equal to, or in excess of, this unit of competency
- relevant industry experience, or work with individuals with relevant industry experience
- hold HLTAID003 or higher

Resources required (see also trainer resource checklist)

- Adult, and infant resuscitation manikins in line with ARC Guidelines for the purpose of assessment of CPR procedures **1 x every 2 learners**
- AED training device
- Workplace injury, trauma and/or illness record, or other appropriate workplace incident report form

Range of variables

- To be assessed on the above equipment on site.
- To communicate using **Company** methods in place or using company SOPs, code of practice for health and safety procedures.

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Assessment 1

Observation:	Knowledge Assessment
Instructions to learner:	
<ol style="list-style-type: none"> 1. <i>You will be given 45 mins to complete a written theory exam that consists of:</i> <ol style="list-style-type: none"> a. Multi choice selection b. Fill In the blanks and c. Short answers 2. You need to obtain a passing score of 100% to be deemed competent in this assessment. 	
Instructions to assessor:	
Task/observation	
Attain a score of 100% in the assessment	

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Assessment 2

Observation:	Manage an adult unconscious breathing casualty
<p>Instructions to learner:</p> <p>You enter the toilet off the Recreation room and find a male lying on the floor, you approach and complete a primary survey on an unconscious breathing casualty. You see that there is vomit in the casualty's mouth. Treat accordingly as per DRSABCD.</p> <p>Your assessor will provide you with details of the scenario as you complete each task.</p>	
Instructions to assessor:	
Task/observation	Observation Criteria (Key components/factors to look out for)
1. Use standard precautions	<p><u>The Learner should:</u> Apply gloves, uses pocket mask where required</p>
2. Perform a hazard and danger assessment of the scene. Look for the cause of the injury.	<p><u>The Learner should:</u> Assess area for any dangers to self, casualty and bystanders in that order. Brief survey of scene for cause of injury and to check for danger. No danger.</p>
3. Check for response	<p><u>The Learner should:</u> Approach from feet where able to. Attempt to gain consent while introducing self. (Verbal) Squeeze shoulders and talk to casualty asking what's your name (Pain). No response.</p>
4. Send for help	<p><u>The Learner should:</u> Ask bystander to call 000, come back and tell me when it's done and find a defibrillator</p>
5. Check airway and clear	<p><u>The Learner should:</u> Opens mouth (no head tilt) using pistol grip. Vomit in airway. Rolls casualty onto side, uses two finger scoop to remove. Vomit is now clear of airway.</p>
6. Check for casualty breathing	<p><u>The Learner should:</u></p> <ul style="list-style-type: none"> Checks for breathing while casualty on side, look, listen and feel for normal breathing for 10 seconds. <p>Casualty breathing.</p>

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7. Manage unconscious breathing casualty	<p><u>The Learner should:</u> Inform first aid responder that the casualty is breathing.</p> <p>Roll into correct recovery position.</p> <p>Check airway, Head tilt applied, recheck breathing.</p>
8. Used safe manual handling techniques	<p><u>The Learner should:</u> Roll casualty into recovery position</p> <p>Work closely to the casualty</p>
9. Provide verbal handover to emergency services	<p><u>The Learner should:</u> Provide the assessor with the following information:</p> <ul style="list-style-type: none"> • The casualty's signs and symptoms. • What injuries/illnesses have been found? • What treatment was provided? <p>Communicated privately to emergency services</p>

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Assessment 3

Observation:	Manage an unconscious adult casualty not breathing on the floor
Instructions for learner:	
<p><i>A member of the public is waiting in the queue in the Reception area. They suddenly collapse. You approach and complete an initial assessment on an unconscious casualty who is not breathing and you see something in their mouth. Treat accordingly as per DRSABCD. Your assessor will provide you with prompts of the scenario as you complete each task.</i></p> <p><i>You will use another member of the class for the scenario up to the point of commencing CPR which will be complete on a manikin supplied.</i></p>	
Instructions to assessor:	
Task/observation	Observation Criteria (Key components/factors to look out for)
1. Use standard precautions	<p><u>The Learner should:</u> Apply gloves, uses pocket mask where required</p>
2. Perform a hazard and danger assessment of the scene. Look for the cause of the injury.	<p><u>The Learner should:</u> Assess area for any dangers to self, casualty and bystanders in that order. Brief survey of scene for cause of injury and to check for danger. No danger.</p>
3. Check for response	<p><u>The Learner should:</u> Approach from feet where able to. Attempt to gain consent while introducing self. (Verbal) Squeeze shoulders and talk to casualty asking what's your name (Pain). No response.</p>
4. Send for help	<p><u>The Learner should:</u> Ask bystander to call 000, come back and tell me when it's done and find a defibrillator</p>
5. Check airway	<p><u>The Learner should:</u> Opens mouth (no head tilt) using pistol grip. Vomit in airway. Rolls casualty onto side, uses two finger scoop to remove. Vomit is now clear of airway.</p>

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6. Check for casualty breathing	<p><u>The Learner should:</u></p> <ul style="list-style-type: none"> Checks for breathing while casualty on side, look, listen and feel for normal breathing for 10 seconds. <p>Casualty not breathing.</p>
7. Provide CPR	<p><u>The Learner should:</u></p> <p>Two hands-using heel of hand on the centre of the chest between nipples.</p> <p>Straight arms, locking the elbows so the Learner positions their shoulders directly over their hands.</p> <p>Keeping both of their knees on the ground so as to push straight down.</p> <p>Delivering 30 compressions at a rate of 100-120 compressions per minute.</p> <p>1/3 in depth and completely releases compression between each compression (Release).</p> <p>Tilts head and provide 1 breath, ensure you see chest rise and repeat to ensure that a total of 2 breaths are delivered.</p> <p>Completes 5 to 6 cycles of 30:2 in 2 mins.</p> <p>Continue CPR of a minimum of 2 mins, uninterrupted on the floor.</p>
8. Manage unconscious breathing casualty	<p><u>The Learner should:</u></p> <p>Inform first aid responder that the casualty is breathing.</p> <p>Roll into correct recovery position.</p> <p>Check airway, Head tilt applied, recheck breathing.</p>
9. Shelter from environment and monitor	<p><u>The Learner should:</u></p> <p>Manage body temperature.</p> <p>Monitor condition with full breathing assessment.</p>
10. Used safe manual handling techniques	<p><u>The Learner should:</u></p> <p>Roll casualty into recovery position</p> <p>Work closely to the casualty</p>
11. Manage casualty respectfully	<p><u>The Learner should:</u></p> <p>Check level of consciousness</p> <p>Ask for consent</p> <p>Maintain a level of modesty for the casualty</p>
12. Complete a First Aid Incident Report	<p><u>The Learner should:</u></p> <p>Form completed with details of the incident and what first aid was provided</p> <p>Report kept secure and handed to supervisor</p>

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Assessment 4

Observation:	Perform two (2) person CPR and application of the AED
<p>Instructions to learner:</p> <p><i>You walk into a client's room when you see two people performing CPR on a male casualty. They tell you the casualty has had a cardiac arrest, ask you to go and get the AED and come back and help them. Participants are to rotate until all have been in the position of candidate 3.</i></p> <p><i>Person 1 - compressions</i></p> <p><i>Person 2 - breathing</i></p> <p><i>Person 3 - applies defibrillator</i></p>	
<p>Instructions to Assessor:</p>	
Task/observation	Observation Criteria (Key components/factors to look out for)
1. Use standard precautions	<p><u>The Learner should:</u></p> <p>Apply gloves, uses pocket mask where required</p>
2. Commence two (2) person CPR	<p><u>The Learner should:</u></p> <p>Without interruption to CPR, commence 2 person CPR in line with ARC guidelines</p>
3. Attach and follow the prompts of the AED	<p><u>The Learner should:</u></p> <p>Apply training defibrillator and operate defibrillator according to machine instructions.</p>

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Assessment 5

Observation:	Perform two minutes of CPR on an infant manikin on a firm surface
Instructions to learner: <i>Parents approach you and say their infant is unconscious and they need your help. You are to demonstrate two minutes of effective CPR on an infant manikin on a firm surface.</i> <i>Your assessor will instruct you when to commence and cease CPR.</i>	
Instructions to assessor:	
Task/observation	Observation Criteria (Key components/factors to look out for)
1. Use standard precautions	<u>The Learner should:</u> Applies gloves, uses pocket mask where required
2. Perform a hazard and danger assessment of the scene. Look for the cause of the injury.	<u>The Learner should:</u> Assess area for any dangers to self, casualty and bystanders in that order. Brief survey of scene for cause of injury and to check for danger. No danger.
3. Check for response	<u>The Learner should:</u> Observe for any response or movement Ask for consent from parents. (Verbal) No response.
4. Send for help	<u>The Learner should:</u> Ask bystander to call 000, come back and tell me when it's done
5. Check airway	<u>The Learner should:</u> Open mouth, neutral position.
6. Check for casualty breathing	<u>The Learner should:</u> Check for breathing, look, listen and feel for normal breathing for 10 seconds. Casualty not breathing.
7. Provide CPR	<u>The Learner should:</u> Two fingers on the centre of the chest, between nipples. Learners have the option of placing infant on a table or on the floor, head must be supported and in a neutral position. Delivering 30 compressions at a rate of 100-120 compressions per minute. 1/3 in depth and completely releases compression (Release). Seal mouth and nose and provide 1 puff for about 1 second, ensure you see chest rise and repeat to ensure that a total of 2 puffs are delivered. CPR provided for at least 2 minutes and 5 cycles

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8. Treat casualty respectfully	<p><u>The Learner should:</u></p> <p>Check level of consciousness</p> <p>Ask parents for consent</p> <p>Explain to parents what you are doing</p>
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Assessor's checklist

This should be used by the trainer/assessor to document the learner's performance during observations/demonstrations, as relevant to the performance criteria of this unit. Indicate in the table below if the learner is deemed satisfactory (S) or not satisfactory (NS) in the observations or if reassessment is required.

Learner's name		
Assessor's name		
Unit of Competence (Code and Title)	HLTAID001 Provide CPR	
Date(s) of assessment		
Have all observations been performed fully and as required to assess the competency of the learner?	Yes No	(Please circle)
Has sufficient knowledge been displayed by the learner during all observations?	Yes No	(Please circle)
Comments		
Provide your comments here:		
The learner's performance was:	Not Satisfactory	Satisfactory
If not yet competency, date for reassessment:		
Learner's signature		
Assessor's signature		
Date		

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Review Process		
Reviewed By:		Compliance – 13 th Aug 2018
Approved By:		General Manager – Operations Manager
Risk Rating:	Review Cycle:	Review Date:
Extreme	Annual	1 st July 2019
References:		
Statutory:	The Standards for RTO's 2015	
Industry:	Education and Training	
Royal Life Saving Society WA:	Registered Training Organisation	
Document Location:	RTO Compliance Folder – Standard 1	
Version Control	Description	
1	New version created	
2	Review entire document, amend instructions for assessors, add assessors checklist, review form added, checked and document register number revised	
3	Items added for treating casualties respectfully and completing a written report, Learner and Assessor versions aligned, checked and document register number revised, reformat checklists	

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