



# PROGRESS TRACKER

## Chapter 1

HLTAID011 – Provide first aid

HLTAID009 – Provide cardiopulmonary resuscitation

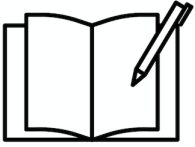


STUDENT NAMES	Quick Learning Engagement - Action the 4P's	Quick Learning Engagement - Hazards in sport, fitness and recreation settings	1A Inquiry Task - Common allergens	Reflection Bank SET A	Quick Learning Engagement - Blood glucose	1C Inquiry Task - Myths and Facts	1D Inquiry Task - Stroke Facts and Myths	Quick Learning Engagement - What type of fracture is it?	Quick Learning Engagement - Concussion investigation	1E Inquiry Task - Colouring activity	Reflection Bank SET B	1F Inquiry Task - First aid response - TRUE or FALSE	Reflection Bank SET C	Road Map to Success
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# INQUIRY TASK 1A

## Common allergens

Eight types of food cause almost 90% of all food allergy reactions.

**Task 1** - Using the 8 icons below see if you can name the eight.



<b>Soya</b>	<b>Milk</b>	<b>Shellfish</b>	<b>Peanuts</b>
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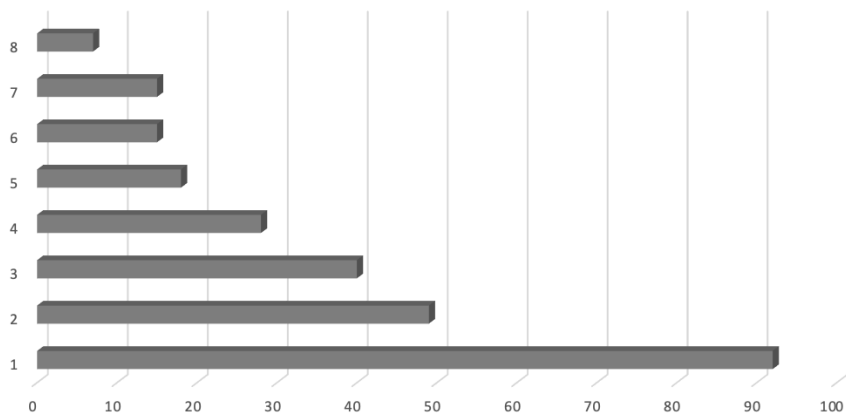


<b>Fish</b>	<b>Wheat</b>	<b>Tree nuts</b>	<b>Egg</b>
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**Task 2** – In discussion with classmates see if you can rank the foods that are most commonly avoided to least due to allergies or intolerances in Australia. *\*NOTE: Tree nuts have not been included on this graph and Yeast has been added as a common allergen.*

1. **Dairy**
2. **Gluten (wheat)**
3. **Shellfish**
4. **Peanuts**
5. **Eggs**
6. **Fish**
7. **Yeast**
8. **Soya**

Foods most commonly avoided due to allergies and intolerances in Australia



**Task 3** – When you have a food allergy you have to be careful. Food and its contents are not always as it seems. Each of the following foods contains one or more of the most common eight allergens. See if you can categorise them correctly.

- |                    |              |                  |                 |
|--------------------|--------------|------------------|-----------------|
| • Marinara sauce   | • Quiche     | • Crackers       | • Chewing gum   |
| • Flavoured coffee | • Cookies    | • Tofu           | • Cheese        |
| • Oyster sauce     | • Nutella    | • Pesto          | • Peanut butter |
| • Barbeque sauce   | • Mayonnaise | • Infant formula | • Canned Tuna   |



- *Tofu*
- *Cookies*
- *Mayonnaise*
- *Flavoured coffee*
- *Infant formula*
- *Peanut butter*
- *Crackers*



- *Cheese*
- *Pesto*
- *Mayonnaise*
- *Cookies*
- *Nutella*
- *Flavoured coffee*
- *Infant formula*
- *Chewing gum*



- *Marinara sauce*
- *Oyster sauce*



- *Nutella*
- *Cookies*
- *Barbeque sauce*
- *Peanut butter*



- *Canned Tuna*
- *Marinara sauce*
- *Barbeque sauce*



- *Cookies*
- *Flavoured coffee*
- *Mayonnaise*
- *Marinara sauce*
- *Crackers*



- *Pesto*
- *Nutella*
- *Cookies*
- *Barbeque sauce*



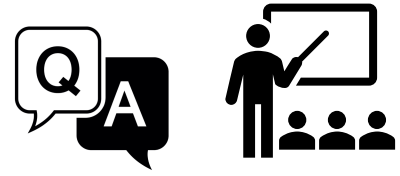
- *Cookies*
- *Quiche*
- *Crackers*
- *Mayonnaise*

**Task 4** – Besides food, see if you can name six of the most common allergens.

1.	<i>Dust mites</i>	2.	<i>Insect stings and bites</i>
3.	<i>Pets</i>	4.	<i>Grass and Pollen</i>
5.	<i>Medications</i>	6.	<i>Latex</i>



# REFLECTION BANK



HLTAID011 – Set A

- A. What chance of survival does a person have when their brain has been deprived of oxygen if they are not provided medical assistance within the first 7 minutes?

***Less than 5%***

- B. What is Ambulance Victoria's average response time?

***In 2017 Ambulance Victoria had an average response time of 10 minutes and 44 seconds.***

- C. What is the role of a first aider? (HINT: Think the four P's)

***The role of a first aider is to preserve life, prevent further injury, protect the casualty and promote recovery until help arrives.***

- D. Are first aiders required by law to provide first aid to someone in need?

***First aiders do not have a legal obligation to provide first aid to someone in need; however, if they owe that person a duty of care under their work arrangements and are qualified to do so, they must.***

- E. In Australia, what Act covers first aiders? How can a first aider ensure that they are not negligent?

***In Australia, the Good Samaritan Act legally covers first aiders. First aiders can ensure that they are not negligent by having good intentions, staying within their level of training and not making the situation worse.***

- F. How should a first aider gain consent from a conscious and unconscious casualty?

***If they are conscious, you can ask them for consent and have them reply verbally. Where a person may be unable to speak, you can use gestures to gain consent, such as a 'thumbs up' or a simple nod indicating a yes.***

***If they are unconscious, you can gain consent from a nearby family member. Where this is not possible consent is implied.***

- G. Identify four ways to recognise an emergency situation.

- ***You hear something unusual or out of the ordinary***
- ***You see something out of the ordinary***
- ***You smell something that is different or stronger than normal***
- ***A person's behaviour has changed***

# REFLECTION BANK



H. Outline four common workplace hazards.

- **Physical hazards** - Physical hazards include objects, actions or equipment.
- **Biological hazards** - Caused by humans and animals infected with an infection or virus. Exposure occurs when handling or coming into contact with body fluids.
- **Chemical hazards** - Coming into contact with any substance that can cause harm, including both industrial and household chemicals such as bleach and chlorine.
- **Manual handling hazards** - Injuries caused by inappropriately lifting, pulling, pushing, twisting and bending, and repetitive movements.

I. When assisting a casualty why is it important that you first check for dangers?

**To ensure that you are not entering a situation that is dangerous and has the potential to harm you.**

J. Outline the DRSABCD first aid response.

**D – Danger: Assess the situation to determine if it is safe to help the casualty or casualties. You should do this by looking at the scene.**

**R – Response: Check to see if the casualty can respond to you using the COWS method.**

**S – Send for help: Where you identify that the casualty's injuries are severe or life-threatening, you will need to send for help immediately. You or a bystander should call 000.**

**A – Airway: Check the person's airway to ensure that it is clear. You will need to open their mouth.**

**B – Breathing: Look, listen and feel for breath.**

**C – CPR: Where required you will need to begin CPR which is a combination of breaths and chest compressions.**

**D – Use an AED (Automatic External Defibrillator) if available to assess an individual's heart rhythm and shock their heart back into its normal rhythm if required.**

K. How long should a first aider conduct CPR for?

**CPR should continue until help arrives. CPR should continue without interruption until help arrives, the casualty begins breathing on their own or where you as the first aider are physically unable to continue.**

L. How can you assess a situation to determine if it is safe for you to enter?

**Observe the area around the casualty. Can you identify the cause of the incident and whether it is still active?**

# REFLECTION BANK



HLTAID011 – Set A

M. Outline three situations where it is acceptable to move a casualty.

- ***They need to preserve the safety of themselves and the casualty; for example, you are on railway tracks.***
- ***An evacuation is required, such as in the case of a fire.***
- ***Protection from extreme weather, i.e. it is too hot or too cold.***

N. Outline the COWS method? What is this method used for?

***The COWS method is used to determine whether or not a person is responsive.***

***Can you hear me?***

***Open your eyes***

***What's your name?***

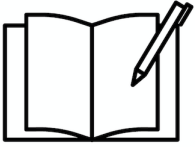
***Squeeze my hands***

O. Should I call 112 from a mobile phone instead of 000? Provide an explanation.

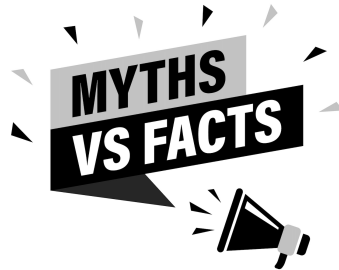
***There is no advantage to dialling 112 over Triple Zero (000). Dialling 112 directs you to the same Triple Zero (000) call service.***

P. Why is it crucial to check a person's airway before beginning CPR?

***To ensure that their airway is clear. If a person's airway is not clear, any chest compressions or breaths that you administer will be ineffective and severely decreases the chance of you saving the person's life.***

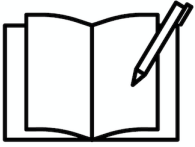


# INQUIRY TASK 1C



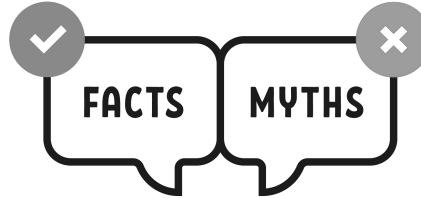
There are a number of misconceptions when it comes to bites and stings. See if you can identify which of the following statements are myths and which are facts. Circle your response.

1. Urine is an effective treatment for jellyfish stings	<input checked="" type="checkbox"/> MYTHS
2. If stung by a bee you should immediately remove the stinger to make the sting better	<input checked="" type="checkbox"/> MYTHS
3. You should use a tourniquet to stop the venom from a snake bite from spreading	<input checked="" type="checkbox"/> MYTHS
4. If you are allergic to bee stings you will also be allergic to wasp stings	<input checked="" type="checkbox"/> MYTHS
5. Mosquitoes are attracted to certain foods, colours and blood types	<input checked="" type="checkbox"/> FACTS
6. Only female bees sting	<input checked="" type="checkbox"/> FACTS
7. Only female mosquitos bite	<input checked="" type="checkbox"/> FACTS
8. Mosquitos prefer men over women and are attracted to scent	<input checked="" type="checkbox"/> FACTS



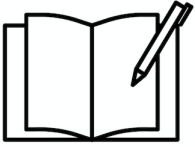
# INQUIRY TASK 1D

## Stroke



Read each of the following statements related to stroke. Determine which you believe to be myths and facts. Place a tick next to the facts and a cross next to the myths.

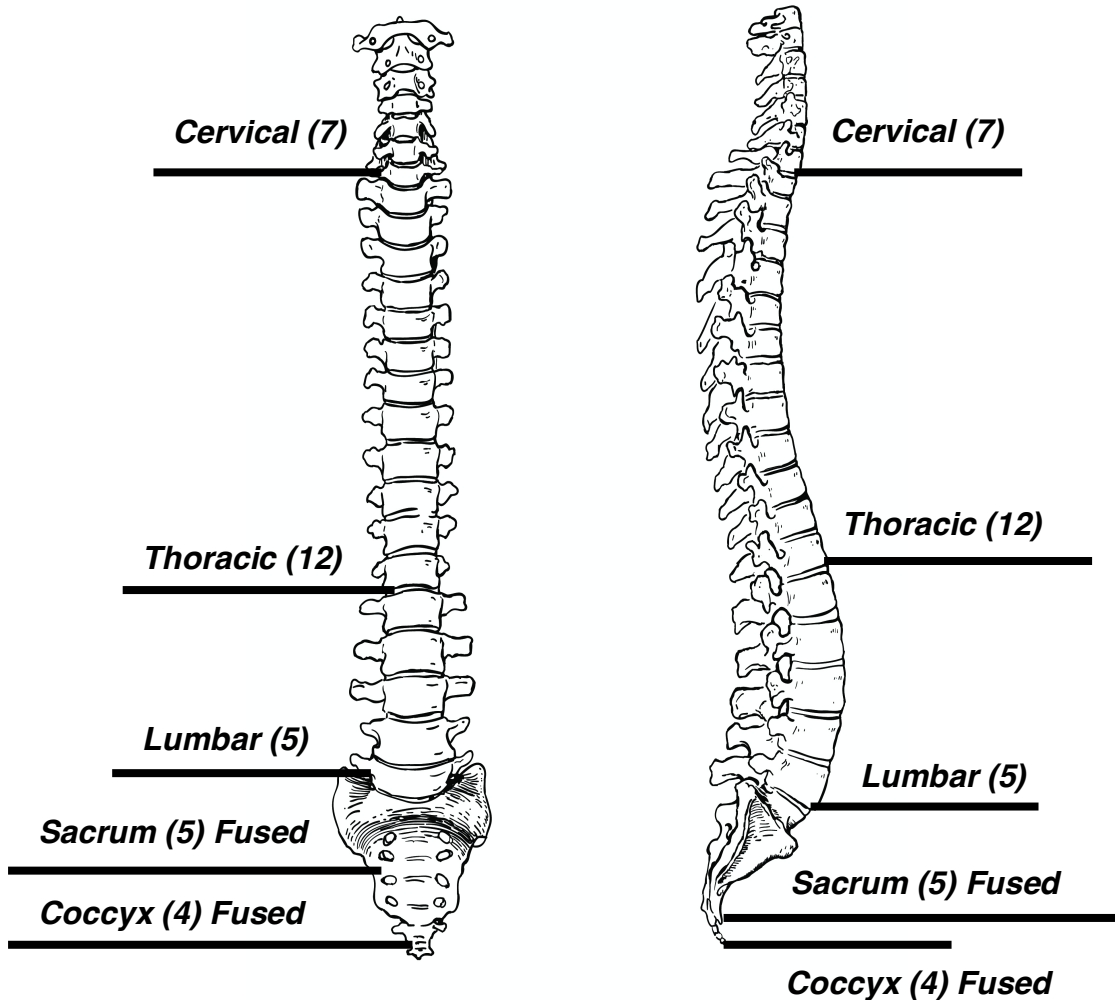
1. A stroke kills brain cells. – **FACT**  
(Millions of brain cells die each minute a stroke is untreated)
2. There are different types of strokes. – **FACT**
3. Stroke is a “Brain Attack”. – **FACT**
4. About 1 in 4 survivors of a stroke are at risk of having another. – **FACT**
5. Strokes only occur in older people. – **MYTH**
6. Strokes aren’t easy to recognise. – **MYTH**
7. Strokes are a form of heart attack. – **MYTH**
8. Stroke recovery can last a lifetime. – **FACT**
9. Up to 80% of strokes are preventable. – **FACT**
10. Every year 15 million people worldwide suffer a stroke. – **FACT (According to the World Health Organisation - Of these 15 million, 5 million die and another 5 million are left permanently disabled)**



# INQUIRY TASK 1E

## Colouring activity

Label the vertebral column and using five different coloured pencils, colour the vertebrae based on what section they belong to: Cervical, Thoracic, Lumbar, Sacrum and Coccyx.



# REFLECTION BANK



## HLTAID011 – Set B

- A. Outline three ways to identify whether a casualty is breathing.
- ***Look for signs of breathing by watching the casualty's chest to see if it rises and falls.***
  - ***Listen for breathing by placing your ear close to their mouth and nose.***
  - ***Feel for breath by placing your hand over the person's nose and mouth or by placing your cheek next to their nose and mouth and feel for breath.***
- B. How long should you take to assess if a person is breathing?
- 10 seconds***
- C. When would you put a casualty into the recovery position?
- If the person is breathing.***
- D. What does CPR stand for?
- Cardiopulmonary resuscitation***
- E. How many breaths and compressions are needed to perform CPR on an adult?
- 30 compressions followed by two breaths***
- F. How many compressions should you aim to achieve in 1 minute?
- 100-120 compressions per minute***
- G. How far should you push down into the chest cavity to perform a compression?
- 1/3 of the depth of the chest cavity***
- H. Briefly explain how CPR should be performed on an infant.
- Place them on a table. Compressions should only be delivered using two fingers. Breaths should be given with the head in a neutral position, and both the mouth and nose should be covered to produce a seal. Only a gentle puff should be delivered.***
- I. What does AED stand for? What does it do?
- Automatic External Defibrillator. It assesses an individual's heart rhythm and shocks their heart back into its normal rhythm if required.***

# REFLECTION BANK



## HLTAID011 – Set B

J. What are three signs of an abdominal injury?

- ***A bleeding wound or obvious puncture***
- ***Bruising of the skin in the abdominal region***
- ***Protruding organs through an abdominal wound***

K. Outline three different types of wounds.

***Lacerations – A deep cut or tearing of the skin. There is lots of bleeding.***

***Punctures – A small hole caused by something long and pointy. They do not bleed a lot however, if the wound is deep, it has the potential to cause internal injuries.***

***Incisions – This is a clean-cut caused by something sharp. Bleeding is generally slow and can be stopped within a few minutes with proper management.***

L. What are the three main objectives of wound management?

1. ***Control the bleeding***
2. ***Prevent infection***
3. ***Seek medical attention if required***

M. How should a nosebleed be managed?

- ***Have the casualty sit down and lean their head slightly forward.***
- ***Get the casualty to pinch the bridge of their nose, i.e., the fleshy part for 10 minutes or longer if still bleeding.***
- ***Apply an icepack or a cool towel or face washer to the casualty's forehead and one around back of the casualty's neck.***
- ***After 10 minutes check to see if the person's nose is still bleeding. If it is still bleeding seek medical assistance.***

N. How should you clean a wound to prevent infection?

1. ***Rinse the wound under running water for a few minutes. If you don't have access to running water, use a sterile wipe.***
2. ***Use saline solution, an alcohol-free wipe or a soaked gauze pad in water to gently dab or wipe the wound. Wipe away from the wound and make sure that you use a new pad or wipe for each stroke.***
3. ***Pat the wound dry with gauze or any clean, non-fluffy cloth, like a tea towel or pillowcase.***
4. ***Apply a sterile, non-stick dressing to cover the wound.***

# REFLECTION BANK



HLTAID011 – Set B

O. What are three signs of internal bleeding?

- ***Blood coming from the ears or nose***
- ***Pain and tenderness in the region of injury***
- ***Coughing up of a frothy red liquid***

P. Briefly explain how a heart attack, angina and cardiac arrest are all different.

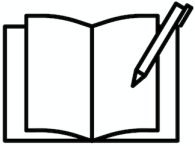
***A heart attack is when there is a complete blockage of the coronary artery that supplies blood to the heart. This stops oxygen from reaching a section of the heart.***

***Angina is where the blood supply to the heart is reduced causing chest pain.***

***A cardiac arrest is where an electrical malfunction occurs in the heart, causing an irregular heartbeat and disrupting the heart's pumping action, which cannot then pump blood effectively to the body, including the organs and brain.***

Q. Outline the chain of survival.

- ***Early access - Call for help straight away and tell them that the casualty has had a cardiac arrest.***
- ***Early CPR - With an emphasis on chest compressions. This will buy you some time and enable oxygen to be manually pumped around the body.***
- ***Early Defibrillation - This will shock the heart and re-start it.***
- ***Early advanced care - The person requires life support mechanism as soon as possible. This will come from the paramedics and the hospital.***



# INQUIRY TASK 1F

## First aid response – TRUE or FALSE

Read each of the following statements. Determine which of them are True or False.

- |   |
|---|
| 1. If you suspect that a person has an abdominal injury it is okay to let them have something to eat or drink. - <b>FALSE</b> |
| 2. If a casualty has a protruding organ, you should cover it with aluminium foil or glad wrap. - <b>TRUE</b>                  |
| 3. It is okay to give a person with a suspected mild allergic reaction an antihistamine. - <b>TRUE</b>                        |
| 4. If an object is protruding from a wound, you should remove it so you can properly attend to the wound. - <b>FALSE</b>      |
| 5. You should cool a burn with running water and not ice. - <b>TRUE</b>   |
| 6. A person with burns should be calmed and covered in blankets or towels. - <b>FALSE</b>                                     |
| 7. A heart attack, angina and cardiac arrest are basically all the same thing. - <b>FALSE</b>                                 |
| 8. A person who is choking should be encouraged to cough. - <b>TRUE</b>   |
| 9. A child who is choking may present with flaring nostrils. - <b>TRUE</b>  |
| 10. There are three types of diabetes, one of which only occurs during pregnancy. - <b>TRUE</b>                               |
| 11. You should urinate on a person with a jellyfish sting. - <b>FALSE</b>   |
| 12. You should never try to suck out the venom from a snake bite. - <b>TRUE</b>   |
| 13. During a febrile convulsion you should restrain the child so that they don't hurt themselves. - <b>FALSE</b>              |
| 14. A person having a stroke may have difficulty swallowing. - <b>TRUE</b>  |
| 15. You should never attempt to transport a person who has something stuck in their eye. - <b>TRUE</b>                        |
| 16. If a person has an insect in their ear you can "float" it out by using warm water. - <b>TRUE</b>                          |
| 17. As a first aider you can pop back in a dislocated shoulder if you know how. - <b>FALSE</b>                                |
| 18. There are three types of slings: Arm, elevated and collar and cuff. - <b>TRUE</b>   |
| 19. An elevated sling should be used for injuries to the ribs and upper arm. - <b>FALSE</b>                                   |
| 20. A known epileptic does not require medical assistance. - <b>TRUE</b>  |

# REFLECTION BANK



HLTAID011 – Set C

- A. How does treatment for choking differ for adults and children compared with infants?

**Adults should stand in front of you and bend forward whereas infants should be placed face down on your forearm and angle it towards the ground. Use two fingers to deliver chest thrusts in an infant, instead of the heel of your hand as you would in adults.**

- B. Explain the difference between hypoglycaemia and hyperglycaemia and how they may present to a first aider.

**Hypoglycaemia is where a person's blood sugar (glucose) levels are too low. They may appear to be irritable, sweaty, hungry and sleepy.**

**Hyperglycaemia is where a person's blood sugar (glucose) levels are too high in the bloodstream. They may appear thirsty, weak and have a headache, blurred vision and the need to urinate frequently.**

- C. What are three signs that a person has been deprived of oxygen?

- **pale, cool skin and cyanosis (bluish colour)**
- **shortness of breath, difficulty breathing or rapid respirations**
- **decreased level of consciousness**

- D. What is secondary drowning?

**Secondary drowning is where a person swallows water which builds-up in their lungs. This can result in death up to 72 hours after the initial near drowning incident.**

- E. What is envenomation? What are the four treatment options?

**Envenomation is where a person is stung or bitten by an animal or insect with venom. The four treatment options include ice management, pressure immobilisation, hot water immersion (or hot pack) and vinegar.**

- F. What is the F.A.S.T approach to stroke identification? Provide a brief explanation.

**The F.A.S.T approach is commonly used to enable first aiders to determine if a person is having a stroke:**

- **Facial weakness – Is the person's facial muscle drooping?**
- **Arm weakness – Is the person unable to lift or use their arms?**
- **Speech difficulties – Is the person unable to talk or seems to be slurring their words?**
- **Time to act fast – CALL 000**

# REFLECTION BANK



## HLTAID011 – Set C

G. List four types of bone fractures and explain what they look like.

**Comminuted** – *The bone shatters into a number of pieces.*

**Greenstick** – *The bone has a crack through it.*

**Avulsed** – *A piece of bone complete snaps off.*

H. What type of sling should be used for the following injuries:

- i. Ribs – **Collar and cuff sling**
- ii. Wrist – **Arm sling**
- iii. Upper arm – **Collar and cuff sling**
- iv. Shoulder – **Elevation sling**
- v. Forearm – **Arm sling**

I. What is a febrile convulsion?

***A febrile convulsion is a seizure that occurs when there is a sudden change in a child's temperature. In most cases, it is when a fever cannot be controlled, and the child's temperature becomes too high.***

J. Identify three instances when a person may have a seizure.

- ***There is a lack of oxygen reaching the brain, for example where a person has drowned***
- ***A person's brain has been injured by some form of trauma***
- ***The person has been poisoned***

K. When does an epileptic having a seizure require medical assistance?

***If the seizure lasts longer than 5 minutes, they are injured during the seizure or another seizure occurs within 10 minutes of the last one ending.***

L. List five sections of the vertebral column and how many vertebrae each section contains.

- ***7 Cervical Vertebra***
- ***12 Thoracic Vertebra***
- ***5 Lumbar Vertebra***
- ***5 Sacral Vertebra (fused)***
- ***4 Coccyx Vertebra (fused)***

M. If you suspect that a person has been poisoned, what information should you try to find out?

- ***What was taken?***
- ***How much was taken?***
- ***When was it taken?***

# REFLECTION BANK



HLTAID011 – Set C

N. List the five ways a poison can enter a person's body.

***Swallowed, Inhaled, Injected, The eye, Absorbed through skin***

O. List five common triggers for asthmatics.

- ***Exposure to allergens such as dust mites, animal hair and mould***
- ***Excessive exercise***
- ***Exposure to irritants such as cigarette smoke***
- ***Food such as nuts***
- ***Changes in weather***

P. Provide an explanation of the treatment for a person having an asthma attack.

***Give 4 puffs of a blue/grey reliever. If a spacer is available give 1 puff and allow the person to breathe it in 4 times. Wait 4 minutes. If they are still having trouble breathing give another 4 puffs. If there is no improvement in 4 minutes call 000 and continue to give 4 puffs every 4 minutes.***

Q. What is the difference between a strain and a sprain?

***A sprain is where ligaments are damaged whereas a strain is where the tendon is damaged.***

R. What is RICER?

***RICER is the technique that should be used to manage a soft tissue injury. Rest, Ice, Compression, Elevation and Referral.***

S. What is NO HARM?

***No HARM is what not to do when managing a soft tissue injury. No Heat, Alcohol, Running and Massage.***

T. List all information that should be documented on an incident report.

- ***Date and time of the incident***
- ***Casualty details***
- ***Contact details***
- ***Allergies, Medication and/or known medical conditions***
- ***Location of the incident***
- ***Description of the incident***
- ***Vital signs and fluid output***
- ***Treatment***
- ***Referral***
- ***Witness and signatures***

# REFLECTION BANK



## HLTAID011 – Set C

U. Outline three ways a first aider can ensure confidentiality.

- ***Keeping their records private. They should only be shared with the consent of the patient.***
- ***Keeping all documentation secure. It should not be left lying around where anyone could access it and read it.***
- ***By not talking about the casualty or discussing the incident without the casualty's permission***

V. List four possible psychological impacts of providing first aid response in an emergency situation.

- ***Feelings of fear and panic***
- ***Re-living the event, flashbacks and nightmares***
- ***Inability to sleep***
- ***Irritability and a lack of concentration***

W. After responding to an emergency, why is it important to debrief? What should be discussed?

***It is important to debrief so that you can discuss the incident, how it was handled and how it made you feel. You should discuss what happened and the sequence of events, your experience and how you reacted and any feelings you may have about how you handled the situation and whether you could have done anything differently.***

**HLTAID011 & 009**

# ROAD MAP



**What should be included on an incident report?:**

- Date and time
- Casualty details
- Contact details
- Allergies, medications and known medical conditions
- Location and description of incident



**Why is debriefing so important?**

**10**

**9**

Do you know how to effectively treat someone who is having an asthma attack?



**6**

What is RICER? What type of injury is it used to treat?

**5**

Do you know how to treat wounds, bleeds and burns?

**8**

Can you identify signs of a fracture, neck and spinal injuries and concussion?

**7**

What is the best practice for treating a patient with an anaphylactic reaction??



**Can you recognise the symptoms of a stroke?**



Can you apply appropriate first aid procedures to a range of different conditions, injuries and illnesses ?

**4**

**What is a defibrillator?**

**2**

Can you identify some common work place hazards. What are the four main types of hazards in the workplace and can you provide examples?

**3**

What is DRSABCD? What is involved in each step?

**What is consent in first aid?**



**1**

What the the four P's of first aid?