

Course in the Emergency Management of Asthma in the Workplace

(Course Code – 22024VIC)

Candidate Outline

Introduction

This information sheet is to provide you with details about the course. Please take the time to read through this sheet prior to the course.

Course Aim

To provide a level of knowledge, judgment and skill to assist a person suffering from asthma until the arrival of medical assistance. This will include the use of a Reliever Inhaler and Spacer and also the development and interpretation of Organization and Individual Asthma Action Plans.

Course Structure

The **Course in the Emergency Management of Asthma in the Workplace** consists of the following Unit of Competency and has a target duration of 3 hours:

VU20011 Manage asthma emergencies

Course Content

1) Develop risk minimization & management strategies for asthma emergency	<ul style="list-style-type: none"> Individuals at risk are identified Risk management strategies are identified & developed 	<ul style="list-style-type: none"> Organisational communication plan is established and implemented Review asthma emergency strategies
2) Assess emergency asthma situations	<ul style="list-style-type: none"> Identify hazards in accordance with first aid principles. Risks to First Aiders & others determined 	<ul style="list-style-type: none"> Recognize the signs & symptoms of an asthma attack Determine appropriate response to control the situation
3) Provide the appropriate first aid treatment for an asthma attack	<ul style="list-style-type: none"> Casualty is reassured Resources and equipment are identified and accessed 	<ul style="list-style-type: none"> An appropriate action for an Asthma Attack is provided The casualty's condition is monitored
4) Communicate details of an emergency asthma incident	<ul style="list-style-type: none"> Request emergency assistance and provide appropriate patient details 	<ul style="list-style-type: none"> Appropriate documentation is completed
4) Evaluate responses to asthma emergencies	<ul style="list-style-type: none"> Review organization plan and individual action plan 	<ul style="list-style-type: none"> Recommendations to risk management plans & patient has adjusted plan

This course meets the Department of Education and Early Childhood Development accredited training requirements for schools and children services in general.

Our course is designed for all candidates whether first time or if you have previously undertaken this course. Our courses allow for candidate prior knowledge and experience and are delivered in a timely manner based on the prior experience of the candidates.

Entry Requirement

H₂O Pro only offer this course for Group Bookings of 4 or more candidates. The course can be conducted at our venue or at your venue. Please contact our office on (03) 9548 4244 to organize a course.

Course Pre-requisites

Candidates are not required to have any prior qualifications or training. The minimum age for course participants is 16 years.

Currency of Qualification

The *Course in the emergency management of asthma in the workplace* is **current for a period of 3 year** from the date of assessment.

Facility & Equipment

H₂O Pro will supply all equipment required to complete the course.

Candidates should wear comfortable clothing for the theory sessions and bring a pen paper for taking notes. For courses exceeding 2 hours duration, regular breaks will be scheduled. Please bring your own food or drinks. (Tea and coffee will be supplied on courses depending on the venue.)

Assessment Procedure

The assessment of this course will be conducted using a combination of the following techniques:

- **Written exam paper**
- **Simulated practical scenarios**
- **Oral questions**
- **Practical demonstrations**

Assessment of candidates will be based on their ability to achieve outcomes set out in the assessment criteria of the course curriculum. Copies of this can be obtained upon request. Candidates who have learning, language or literacy difficulties should advise the trainer at the commencement of the course.

Completion of Course

At the completion of the course, the candidate will be told whether they have achieved the required level of competency. If the candidate was competent they will be sent their certificate in the mail within 14 days*. If *written* confirmation of results is required prior to 14 days then a “priority processing fee” will apply. (Refer to our Code of Practice for details).

If the candidate is not yet competent in any module the Trainer will discuss the area(s) that need improvement and recommend ways to reach the required level. A letter will be forwarded to the candidate, during the week following the course, confirming the details of what is required, and advising procedures for arranging a re-assessment.

*Please note, if you do not receive your certificate within 4 weeks of the course, please contact our office and we will arrange for one to be processed. After this 4-week period there will be a charge incurred for the re-production of all certificates.

For information regarding Educational Standards, Mutual recognition, Cancellations and Refunds, Trainee Grievances and our Training Guarantee, contact H₂O Pro for a copy of our Code Of Practice, or you can view it on our website at www.h2opro.com.au

We trust that you will find our course to be enjoyable and provide you with additional knowledge. Should you have any comments on how we can improve the delivery or the content of the course, please forward your comments to The General Manager, H₂O Pro Pty Ltd, PO Box 831 Mulgrave Vic 3170.