



The First Aid Industry Body

Due Diligence

for

First Aid Training Provider Registration

First Aid at Work (FAW)

First Aid at Work Requalification (FAWR)

Emergency First Aid at Work (EFAW)

Annual Refresher Training

Paediatric First Aid

Emergency Paediatric First Aid

Basic First Aid for Sport (Wales) (3 hours)

Basic Life Support + AED (3 hours)

EFAW + EPFA (6 hours)

EFAW + Forestry (8 hours)

Emergency Outdoor First Aid (8 hours)

FAW + PFA (22 hours)

FAWR + PFA (16 hours)

FAW + EPFA (12 hours)

FAW + Forestry (20 hours)

Forest School First Aid (16 hours)

Outdoor First Aid (16 hours)

Parents and Child Carers First Aid (2 hours)

PFA + EFAW (12 hours)

as required by an

Employer

The Regulation changes from 1st October 2013 allow Employers greater freedom in choosing a Training Provider and qualifications to meet their identified First Aid requirements.

However an Employer must be satisfied that their Training Provider is competent in First Aid training and has the necessary Quality Assurance processes in place.

The First Aid Industry Body Approves Monitors and Regulates every registered Training Provider to ensure that they will always meet the standards that you (the Employer) need to satisfy your Legal Requirements for First Aid provision as required by the Health & Safety Executive (HSE) in the United Kingdom.

The Quality Management system at the First Aid Industry Body has achieved ISO 9001 (2015) for the Approval, Monitoring and Regulating of First Aid Training Providers.

FAIB provides the Due Diligence on behalf of First Aid Training Providers. The FAIB First Aid Training Provider Administrative Requirements (document) for First Aid Training and Qualifications details the Due Diligence covered for ALL FAIB First Aid courses including; First Aid at Work (FAW), First Aid at Work Requalification (FAWR), Emergency First Aid at Work (EFAW), First Aid Annual Refresher Training, Paediatric First Aid (PFA) and Emergency Paediatric First Aid (EPFA).

What does FAIB Due Diligence of a Training Provider include?

1 Trainers and Assessors.

HSE Requirement	Do FAIB Registered Training Organisations meet this requirement?
Do the Trainers and Assessors have a current First Aid at Work certificate or are they exempted?	Yes. All FAIB Registered Training Organisations have Trainers/Assessors who are First Aid at Work qualified or are exempted all areas as laid out in the FAIB Quality Assurance of (Training Provider/Trainer & Assessor) Administrative Requirements (Version 4-January 2018)
Do the Trainers have an appropriate Training Qualification?	Yes. All FAIB Registered Training Organisations will only have Trainers who have an appropriate Training qualification.
Do the Assessors have an appropriate assessing qualification?	Yes. All FAIB Registered Training Organisations will only have Assessors who have an appropriate assessing qualification.

2 Quality Assurance.

HSE Requirement	Do FAIB Registered Training Organisations meet this requirement?
Does the Training Organisation have a documented Quality Assurance Plan designating an individual to take responsibility for Quality Assurance and including at least Annual Assessment of the performance of Trainers and Assessors?	Yes. All FAIB Registered Training Organisations must conform to the FAIB Quality Assurance procedures as laid out in the FAIB Quality Assurance of (Training Provider/Trainer & Assessor) Administrative Requirements (Version 4-January 2018) .
Does the person responsible for Quality Assurance have a current First Aid at Work certificate or is exempted?	Yes. All FAIB Registered Training Organisations have a person responsible for Quality Assurance who has a First Aid at Work certificate or is exempted.
Does the responsible person have an assessing/verifying qualification?	Yes. All FAIB Registered Training Organisations have a person responsible for Quality Assurance who has an assessing/verifying qualification.
Is there a documented course evaluation procedure in place?	Yes. All FAIB Registered Training Organisations must have a course evaluation procedure in place.
Is there a documented complaints procedure in place?	Yes. All FAIB Registered Training Organisations must have a documented Complaints Procedure in place.
Is there a documented Venue/Premises procedure in place?	Yes. All FAIB Registered Training Organisations must have a premises evaluation procedure in place.
Is there a documented Equipment/Resources procedure in place?	Yes. All FAIB Registered Training Organisations must have a Resources procedure in place.

3 Teaching currently accepted First Aid practice.

HSE Requirement	Do FAIB Registered Training Organisations meet this requirement?
Is First Aid at Work and Emergency First Aid at Work taught in accordance with current guidelines published by the Resuscitation Council (UK) and for all other aspects of First Aid in line with the VAS manual or other Published guidelines so long as they are in line with the above and backed up by empirical medical research from responsible medical bodies.	Yes. All FAIB Registered Training Organisations must conform to the current guidelines published by the Resuscitation Council (UK) and for all other aspects of First Aid in line with the VAS manual or other Published guidelines so long as they are in line with the above and backed up by empirical medical research from responsible medical bodies.

4 Training Syllabus.

HSE Requirement	Do FAIB Registered Training Organisations meet this requirement?
Does the course content adequately meet the needs of your workplace as indicated by your first aid needs assessment.	<p style="text-align: center;">Yes.</p> <p>All FAIB Registered Training Organisations will work closely with their clients (Employers) to ensure that the Training provided meets all your identified First Aid requirements.</p>
For the First Aid at Work (FAW) course does the syllabus include all the required topics set by the HSE and does the course last at least 18 Training and Assessment contact hours over a minimum of 3 days?	<p style="text-align: center;">Yes.</p> <p>As shown in the FAIB Quality Assurance of Training Provider, Quality Assurance (Course Outcomes) (FAW) (Version 3 October 2016).</p>
For the First Aid at Work Requalification (FAWR) course does the syllabus include all the required topics set by the HSE and does the course last at least 12 Training and Assessment contact hours over a minimum of 2 days?	<p style="text-align: center;">Yes.</p> <p>As shown in the FAIB Quality Assurance of Training Provider, Quality Assurance (Course Outcomes) (FAWR) (Version 3 October 2016).</p>
For the Emergency First Aid at Work (EFAW) course does the syllabus include all the required topics set by the HSE and does the course last at least 6 Training and Assessment contact hours over a minimum of 1 day?	<p style="text-align: center;">Yes.</p> <p>As shown in the FAIB Quality Assurance of Training Provider, Quality Assurance (Course Outcomes) (EFAW) (Version 3 October 2016).</p>
For the First Aid Annual Refresher course does the syllabus include all the required topics set by the HSE and does the course last at least 3 Training and Assessment contact hours over a minimum of 1 day?	<p style="text-align: center;">Yes.</p> <p>As shown in the FAIB Quality Assurance of Training Provider, Quality Assurance (Course Outcomes) (First Aid Annual Refresher) (Version 3 October 2016).</p>
For the Paediatric First Aid (England and Wales) course does the syllabus include all the required topics as required by the Department for Education and does the course last at least 12 Training and Assessment contact hours over a minimum of 2 days?	<p style="text-align: center;">Yes.</p> <p>As shown in the FAIB Quality Assurance of Training Provider, Quality Assurance (Course Outcomes) (Paediatric First Aid (Version 3 October 2016).</p>
For the Paediatric First Aid (Scotland) course does the syllabus include all the required topics and does the course last at least 6 Training and Assessment contact hours over a minimum of 1 day?	<p style="text-align: center;">Yes.</p> <p>As shown in the FAIB Quality Assurance of Training Provider, Quality Assurance (Course Outcomes) (Paediatric First Aid (Version 3 October 2016).</p>
For the Emergency Paediatric First Aid course does the syllabus include all the required topics as required by the Department for Education and does the course last at least 6 Training and Assessment contact hours over a minimum of 1 day?	<p style="text-align: center;">Yes.</p> <p>As shown in the FAIB Quality Assurance of Training Provider, Quality Assurance (Course Outcomes) (Paediatric First Aid (Version 3 October 2016).</p>

HSE Requirement	Do FAIB Registered Training Organisations meet this requirement?
<p>Do the certificates issued to students trained and assessed as competent include:</p> <ul style="list-style-type: none"> • the name of the Training Provider? • the title of the qualification? • reference to the Health and Safety (First Aid) Regulations 1981? (excluding Paediatric First Aid) • the date of issue? • confirmation the certificate is valid for 3 years <p>If the training is neither First Aid at Work or Emergency First Aid at Work the certificate should list the syllabus of the course on which students have been trained and assessed.</p>	<p style="text-align: center;">Yes.</p> <p>All FAIB Registered Training Organisations issue certificates as laid down by the HSE Guidance to the Regulations and by the Department for Education in relation to Paediatric First Aid.</p>

If you use FAIB Registered Training Providers which are listed (in Geographical areas) on the First Aid Industry Body website (www.faib.co.uk) then you are working with reputable Training Providers who use FAIB Registered Trainers/Assessors working to the Highest Standards in the First Aid Industry.

The FAIB Quality Assurance Systems and Due Diligence (which are required by every Registered Training Provider) will always meet the standards that Employers are required to have in order to satisfy your legal requirements for First Aid provision in the workplace.

HSE Guidance Document (Selecting a First Aid Training Provider-A Guide for Employers-April 2018) says “HSE does not advocate, promote or support any particular option. You should select the most suitable option for your requirements”. “The guidance does not promote, recommend or support any particular route to delivery. It does not comment on the quality of individual training courses or the service provided, nor does it provide an assessment of the quality assurance systems of any provider or class of provider”.