

First Aid Needs Assessment Guidance

The Health and Safety (First-Aid) Regulations requires us to provide adequate and appropriate first-aid equipment and personnel so that immediate help can be given to patients, staff and visitors if they are injured or taken ill.

What is 'adequate and appropriate' will depend on the circumstances in your specific workplace and you should assess what your first-aid need requirements are for your area.

The Health and Safety Executive states that the minimum first-aid provision is:

- a suitably stocked first-aid kit;
- an appointed person to take charge of first-aid arrangements;
- Information for employees about first-aid arrangements.

Key First Aid Personnel

1. Appointed person

Where your assessment of first-aid needs identifies that a trained first-aider is not required in your workplace, you should appoint someone to take charge of first-aid arrangements.

The role of this **appointed person** includes looking after first-aid equipment and facilities and calling the emergency services. An appointed person does not need first-aid training.

2. First-aider

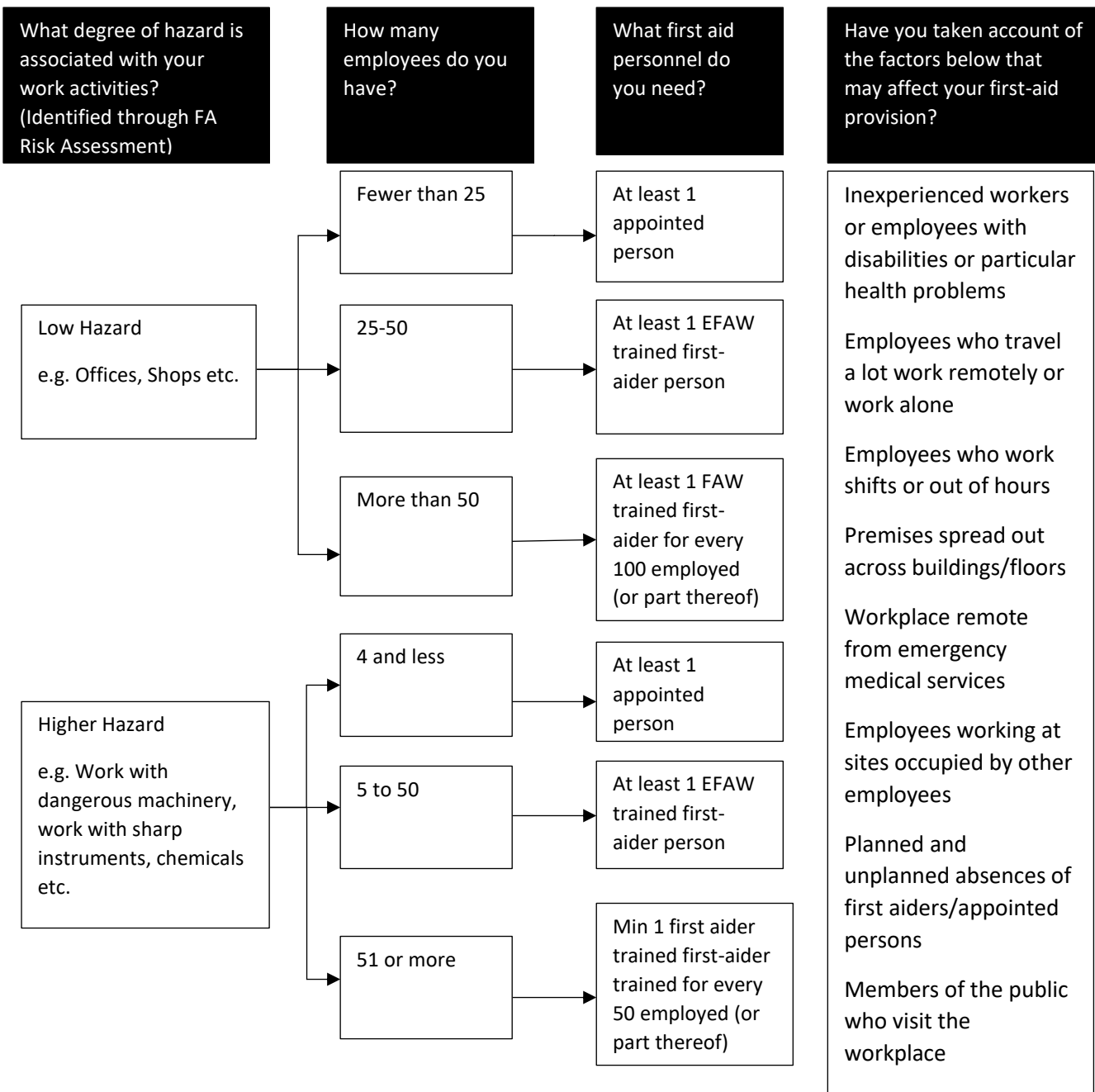
A **first-aider** is someone who has completed training appropriate to the level identified in the needs assessment. This may be:

- **Emergency first aid at work (One-day course) – EFAW** – responding to range of emergencies in the workplace
- **First Aid at Work (Three-day course) – FAW** – includes training on specific injuries and illnesses

How many first aiders do you require?

There are no standard rules on the exact numbers of first aiders required but you will need to take into account all the relevant circumstances and risks within your workplace.

The following table will assist you in determining the number of first aiders required for your workplace.



Which health professionals are exempt from a qualification in first aid?

Provided they can demonstrate current knowledge and skills in first aid, the following are qualified to administer first aid without the need to hold a FAW or EFAW or equivalent qualification:

- doctors registered and licensed with the General Medical Council;
- nurses registered with the Nursing and Midwifery Council;

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