

COMMUNITY CARE SKILLS STANDARDS FRAMEWORK FOR SUPPORT CARE ROLES

Skills Domain	Administration and Operations
Skills Category	Emergency Response: First Aid, CPR and AED
Skills Standard Title	Perform Basic First Aid, Cardiopulmonary Resuscitation (CPR) and Use Automated External Defibrillator (AED)
Skills Standard Descriptor	Perform Basic First Aid, Cardiopulmonary Resuscitation (CPR) and use Automated External Defibrillator (AED)
Skills Proficiency Level	Level 1 (Previously 'Basic I' under CCSSF)
Source Code	CCSSF-AAO-ERFACAA-1001-1
Knowledge <i>This refers to the gathering and cognitive processing of facts and information required to perform work tasks and activities.</i>	Underpinning Knowledge: • Difference between basic first aid and standard first aid • Difference between minor, major cuts and wound • Bandaging techniques for wounds • Bandaging techniques for fractures • Management of soft tissue injuries • Standard supplies in first aid kit, which may include (not limited to): ○ Sterile gauze pads ○ Adhesive tape ○ Bandages (several sizes) ○ Splint ○ Plaster ○ Antiseptic wipes ○ Up-to-date first aid manual ○ List of emergency phone numbers • Applications of first aid supplies, which may include (not limited to): ○ Reusable cold/hot pack ○ Absorbent gauze ○ Antiseptic cream ○ Sterile dressing set ○ Eye wash ○ Acriflavine solution ○ Disposable resuscitation pack • Types of first aid instrument and their application, which may include (not limited to): ○ Forehead thermometer ○ Forceps

	○ Dressing forceps blunt ○ Dressing scissors ○ Metal tongue depressor ○ Mouth gag • Importance of cleaning and sterilizing before administering first aid procedures • Safety precautions to take when administering basic first aid procedures to clients • The meaning of primary survey (DRSABCD) ○ DRSABCD (Danger, Response, Send for help, Airway, Breathing, CPR and Defibrillation) • Causes of breathing difficulties and their care, may include the following (not limited to): ○ Choking ○ Allergies ○ Asthma attack • Causes of unconsciousness, may include the following (not limited to): ○ Seizures ○ Faint ○ Stroke ○ Diabetic conditions • Difference between cardiac arrests and heart attacks • Difference between hands only Cardiopulmonary Resuscitation and Cardiopulmonary Resuscitation with rescue breaths • Contraindications to Cardiopulmonary Resuscitation • Correct posture of recovery position and its purpose • Post procedure for Cardiopulmonary Resuscitation • Airway and ventilation management after successful resuscitation • Purpose and features of AED • The application of AED • Organisational policies and procedures related to: ○ Gather information from client ○ Dispose used gloves ○ Handle contaminated supplies ○ Dispose waste after administering basic first aid treatment • Personal Protective Equipment (PPE) to be used when administering basic first aid to injured persons, e.g. gloves, goggles • Provisions of National Infection Prevention and Control Guidelines for Long-Term Care Facilities (2018), which may include (not limited to): ○ Use of Personal Protective Equipment (PPE) ○ Use of sterilising and disinfecting agents ○ Handle and dispose waste and contaminated supplies • Singapore Resuscitation and First Aid Council (SRFAC) requirements on performing basic first aid treatment. • WSH First Aid regulations • Relevant legal and/or industrial requirements in relation to provision of basic first aid, which may include:
--	---

	○ Implementation Guide to Guidelines for Home Care (Agency for Integrated Care, Singapore) ○ Implementation Guide to Guidelines for Centre-Based Care (Agency for Integrated Care, Singapore) ○ Workplace Safety and Health Guidelines (Workplace Safety and Health Council) ○ National Infection Prevention and Control Guidelines for Long-Term Care Facilities (Ministry of Health) ○ Allied Health Professions Council (AHPC) guidelines on supervision and delegation of tasks to therapy support staff
Ability <i>This refers to the ability to perform the work tasks and activities required of the occupation, and the ability to react to and manage the changes at work.</i>	The ability to: • Gather information about clients' injuries when medical assistance is required in accordance with organisational policies and procedures • Use Personal Protective Equipment in accordance with manufacturer's specifications and in accordance with organisational policies and procedures • Prepare first aid instruments, supplies in accordance with organisational policies and procedures • Alert qualified healthcare personnel or emergency services to respond to client in accordance with organisational policies and procedures • Perform hand hygiene in accordance with organisational policies and procedures • Indicate situations or injuries that are prescribed by organisation in the provision of first aid • Administer basic first aid procedures to clients with the following injuries which may include (not limited to): ○ Minor cuts ○ Bruises ○ Slips, trips and falls ○ Burns ○ Skin irritation ○ Seizures ○ Poisoning ○ Choking ○ Exposure to chemicals ○ Bone or joint injuries • Take safety precautions during basic first aid administration. • Apply Cardiopulmonary Resuscitation in accordance with organisational policies and procedures • Perform sequence of actions and skills required to use an AED and in accordance with organisational policies and procedures. • Reinstall all tools and equipment used in relation to administering basic first aid treatment (e.g. cleaning, replacement of consumables etc.) • Check to ensure serviceability of equipment and machines used in administering basic first aid treatment • Clean work areas (e.g. floor, bed, furniture etc.) at end of process

Person Centred Care <i>This refers to having a person centred care mindset to drive the caregiver to respect and recognise the decisions/choices of the person they are taking care of.</i>	Underlying principles: • Treating clients with dignity and respecting by being aware of the supporting personal perspectives, values, beliefs, culture and preferences; respecting their privacy while encouraging independence of the individual; and listening to each other and working in partnership to design and deliver services.
Performance Outcome <i>This refers to the outcome of the task on the care recipient as indication of workplace success</i>	The support care staff is able to: • Apply basic first aid procedures, CPR and AED to an injured person, adhering to the standard requirement given by WSH first aid regulation/National First Aid Council in a manner that is respectful of the client's dignity, taking into consideration his/her condition, preferences and comfort level.