

The Digital Orthodontic College

HLTAID001 Provide cardiopulmonary resuscitation

This three-hour (3) hour Cardio Pulmonary Resuscitation (CPR) Refresher training program is designed for dental practice staff who wish to renew their CPR skills.

Many organisations including Dental Practices adhere to the Australian Resuscitation Council's recommendation that CPR skills be refreshed at least annually (see www.resus.org.au guideline 10.1 CPR recertification).

The Digital Orthodontic College offers a Nationally Recognised CPR training program that is completed in our training rooms or your practice. This training and qualification meets the requirements of Safe Work NSW, the Australian Resuscitation Council and the Nationally Recognised Unit of Competency HLTAID001 Provide cardiopulmonary resuscitation.

It is expected that participants in this course will have previously obtained a First Aid qualification that contained a CPR component, and as such, this course is a refresher for those CPR skills. It is a requirement that those seeking to participate in this refresher training will need to demonstrate their pre-existing knowledge and skills by supplying a copy of their previous First Aid qualification.

Participants who cannot demonstrate their prior knowledge will not be accepted into this course.

Participants who have not completed a First Aid qualification containing CPR will need to enrol in a different version of this course.

Training and Assessment:

Skills learnt in our CPR Refresher class include:

- **Responding to an unconscious casualty**
- **Cardio Pulmonary Resuscitation (CPR)**
- **Communicating the details of the incident**

The course consists of one hour of online theory review and a two hour "hands on" training and assessment session in our training rooms or in your practice. Participants are expected to complete the online theory review prior to attendance at the face-to-face class.

Training involves the participant kneeling on the floor, performing CPR in a manikin, and as such participants should dress in comfortable suitable clothing.

Maximum class size is 12 participants.

Assessment will include practical demonstration based on real-life scenarios and a theory test.

Entry Requirements:

Participants are required to have previously completed a first aid course that contains a CPR component.

Due to the physical requirements of the course, participants with injuries or conditions that present problems for them participating in the practical activity need to be aware that the Community and Health Industry Skills Council has directed to RTO's, that for a Statement of Attainment to be awarded, the participant must satisfactorily complete all practical tasks without modification.

All training and assessment is conducted in English. Participants are expected to have a reasonable level of language and literacy skills to enable them to successfully complete the course.

Participants with concerns about their ability to complete the course should discuss this with the Digital Orthodontic College administrative staff.

This unit of competency is nationally recognised and can only be delivered by a Registered Training Organisation (RTO) that complies with the governing standards of quality control and quality training and assessment.

Assessment is based on competency i.e. ability to perform tasks to a required standard. Assessment is conducted through a combination of theory paper and practical demonstration.

Upon successful completion of the course assessments you will awarded a Statement of attainment in:

HLTAID001 Provide cardiopulmonary resuscitation.

Flexibility and Support:

Should there be another way we can assist you with ensuring that you maximise your chances of completing the course though us changing something or accommodating your needs please call our Administration staff.

Should a participant not be successful with their first attempt at completing the course, they will be allowed another opportunity to sit and complete the course at no charge.

The Digital Orthodontic College offers support to all participants with their learning needs. We can tailor the training and assessment program to assist people with learning issues and, to a more limited degree, personal issues. Should you need support or assistance beyond our skills we will refer you to a suitable organisation to assist you further.

We have been provided with specific instructions from the course developers on our ability to modify the assessment to meet the needs of those with special needs. This may involve providing additional time or assistive technology or an Auslan interpreter during assessment task. This is called "Reasonable Adjustment". Refer to the First Aid Guide Companion Volume Release 1.2, available from <https://vetnet.education.gov.au> on page 11 Reasonable Adjustment.

In cases where a student has attended a resuscitation or first aid course but is unable to meet the full physical requirements of the competency, we may provide that student with a certificate of attendance, or similar, as an indication of their participation in the course.

Due to the requirements of maintaining a safe learning environment, The Digital Orthodontic College reserves the right to withdraw any participant(s) on the grounds of safety.

Enrolment:

On enrolment, all students will be provided with course materials and a Participant Manual. Our Participant Manual details our Refund Policy Complaints and Appeals Procedure, our Discipline Policy, and our Access and Equity Policy, including the contact for any access and equity issues.

USI Number Requirements

All students doing nationally recognised training from January 1, 2018 need to have a Unique Student Identifier (USI). For more details and to create a USI go to the Government USI site here. <https://www.usi.gov.au/students/create-your-usi>

Recognition of Prior Learning

The Digital Orthodontic College offers Recognition of Prior learning for this course. Contact our administration staff for details on how you can get recognition for previously gained skills. A fee of 75% of the course fee is charged for this.

Fees and Charges:

The fees for this course are \$90.00. Fees are to be paid in full prior to the course commencement.

Fees include all course materials and equipment.

Fees can be paid by cash, credit card, EFPOS, EFT or by cheque. (Note cheques will need to clear before the course can commence.)

A 75% refund of the course fee is available provided we receive a full weeks' notice of the cancellation.

All participants should note that lost statements of attainment can be replaced. The fee for this is \$22 and will require the participant to advise of their name and other suitable personal details to allow us to confirm their identity.

To enrol or enquire further, please contact us at:

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