

Workforce Criteria for the L2 Award in Emergency First Aid at Work Qualification

Tutors of the 1st4sport Level 2 Award in Emergency First Aid at Work (QCF) must:

- be occupationally competent in the area of first aid. This can be evidenced by:
 - holding a FAW certificate issued by either HSE or an awarding organisation/body or having
 - registration as a doctor with the General Medical Council (GMC)
 - registration as a nurse with the Nursing and Midwifery Council (NMC)
 - registration as a paramedic with the Health and Care Professions Council (HCPC)
- be occupationally competent in the area of training¹. This could be evidenced by holding one of the following qualifications:
 - Cert Ed/PGCE/B Ed/M Ed
 - CTLLS/DTLLS
 - Further and Adult Education Teacher's Certificate
 - IHCD Instructional Methods
 - IHCD Instructor Certificate
 - S/NVQ level 3 in training and development
 - S/NVQ level 4 in training and development
 - TQFE (Teaching Qualification for Further Education)
 - English National Board 998
 - Training Group A22, B22, C21, C23, C24
 - First Aid at Work Trainer course²
 - PTLLS with unit 'Principles and Practice of Assessment' (12 credits)
 - Nursing mentorship qualifications
 - NOCN Tutor Assessor Award
 - Level 3 Award in Education and Training (QCF)
 - Level 4 Certificate in Education and Training (QCF)
 - Level 5 Diploma in Education and Training (QCF)
 - PTLLS (6 credits)
 - Accredited Qualifications based on the Learning and Development NOS 7 Facilitate Individual Learning and Development
 - SQA Accredited Planning and Delivering Learning Sessions to Groups

Note: This list is not exhaustive.

And **either**:

- Provide an acceptable log of teaching first aid within the last 3 years **or**
- Provide an acceptable record of competently teaching theoretical and practical first aid sessions under the supervision of a suitably qualified Tutor/Assessor

¹ **For those with no formal tutoring/teaching qualifications:** It is recognised that tutors may not hold formal tutoring/teaching qualifications, but may have significant experience in undertaking these roles. Tutors who do not have a formal teaching/training qualification but have considerable evidence of successfully delivering first aid training within the last 3 years may be considered. A regulated teaching/training qualification will however be required from **1st October 2015**. It is expected that such tutors be registered for a recognised tutoring/teaching qualification within one year, working towards formal qualifications, which should be achieved/completed within two years. During this period, the tutor **must** maintain a portfolio of their work and include details of knowledge and experience gained and the time period over which they were applied, and any contributing training undertaken and the learning outcomes achieved.

² As these are not regulated qualifications, tutors will be required to achieve a formal (regulated) teaching/training qualification by **1st October 2015**

Assessors of the 1st4sport Level 2 Award in Emergency First Aid at Work (QCF) must:

- be occupationally competent in the area of first aid. This can be evidenced by:
 - holding a FAW certificate issued by either HSE or an awarding organisation/bodyor having
 - registration as a doctor with the General Medical Council (GMC)
 - registration as a nurse with the Nursing and Midwifery Council (NMC)
 - registration as a paramedic with the Health and Care Professions Council (HCPC)
 - be occupationally competent in the area of assessing in line with the Learning and Development NOS 9 Assess Learner Achievement. This could be evidenced by holding one of the following qualifications:
 - Cert Ed/PGCE/B Ed/M Ed
 - CTLLS/DTLLS
 - PTLLS with unit 'Principles and Practice of Assessment' (12 credits)
 - Further and Adult Education Teacher's Certificate
 - IHCD Instructional Methods or IHCD Instructor Certificate
 - S/NVQ level 3/4 in Training and Development
 - TQFE (Teaching Qualification for Further Education)
 - English National Board 998
 - Nursing mentorship qualifications
 - NOCN Tutor Assessor Award
 - Level 3 Award in Education and Training (QCF)
 - Level 4 Certificate in Education and Training (QCF)
 - First Aid at Work Assessor course³
 - Level 5 Diploma in Education and Training (QCF)
 - A1 (D32/33) – Assess candidates using a range of methods
 - A2 (D32) – Assess candidates' performance through observation
 - Regulated Qualifications based on the Learning and Development NOS 9 Assess Learner Achievement
 - SQA Accredited Learning and Development Unit 9DI – Assess workplace competences using direct and indirect methods
 - SQA Accredited Learning and Development Unit 9D - Assess workplace competence using direct SQA Carryout the Assessment Process
 - Level 3 Award in Assessing Competence in the Work Environment (QCF)
 - Level 3 Award in Assessing Vocationally Related Achievement (QCF)
 - Level 3 Award in Understanding the Principles and Practices of Assessment (QCF)
 - Level 3 Certificate in Assessing Vocational Achievement (QCF)
- Note: This list is not exhaustive.*

And **either**:

- Provide an acceptable log of assessing first aid within the last 3 years **or**
Provide an acceptable record of competently assessing first aid under the supervision of a suitably qualified Assessor

³ As these are not regulated qualifications, assessors will be required to achieve a formal (regulated) assessing qualification by **1st October 2015**

Internal quality assurers/internal verifiers for the 1st4sport Level 2 Award in Emergency First Aid at Work (QCF) must:

- be occupationally competent in the area of first aid. This can be evidenced by:
 - holding a FAW certificate issued by either HSE or an awarding organisation/bodyor having
 - registration as a doctor with the General Medical Council (GMC)
 - registration as a nurse with the Nursing and Midwifery Council (NMC)
 - registration as a paramedic with the Health and Care Professions Council (HCPC)
- be occupationally competent in the area of internal quality assurance⁴. This could be evidenced by holding one of the following qualifications:
 - Regulated Qualifications based on the Learning and Development NOS 11 Internally Monitor and Maintain the Quality of Assessment
 - Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice (QCF)
 - Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice (QCF) V1 or D34
 - SQA Accredited Learning and Development Unit 11 Internally Monitor and Maintain the Quality of Workplace Assessment
 - SQA Internally Verify the Assessment Process
- have working knowledge of the requirements of the qualification they are quality assuring at the time any assessment is taking place
- have a thorough knowledge and understanding of the role of assessors

⁴ It is understood that not all IQA's will hold formal IQA qualifications or have attended CPD Training initially, though one of the above should have been achieved by **1st October 2015**. During this time Awarding Organisations and Centres must ensure that IQA's are following the principles set out in the current Learning and Development NOS 11 *Internally monitor and maintain the quality of assessment*.