POLICIES & PROCEDURES - DOCUMENT
C27 HEALTH AND SAFETY

FIRST AID

It is the policy of West Wales Shared Lives to recognize that SL Carers, in order to provide Service Users placed with them with effective and safe support, will need to have the knowledge, skills and resources to provide emergency first aid. SL Carers will also need to know the limits of their first aid responsibilities and the individuals/agencies they will need to contact in order to obtain additional assistance and to provide information. The Shared Lives service’s staff must also adhere to their own organisation’s Health and Safety guidelines in relation to first aid.

1 The Shared Lives service will require SL Carers to hold and maintain an equipped first aid kit. The Shared Lives service will ensure that SL Carers have up-to-date advice on the contents of a properly equipped first aid kit.

2 The Shared Lives service will ensure that all SL Carers access the training/learning materials required to enable them to demonstrate they are competent to undertake basic emergency first aid.

3 The Shared Lives service will agree with each SL Carer the limits of that Carer’s individual responsibility in relation to any accident or sudden illness involving the Service User(s) that they support and this will be recorded in the individual’s Service User Care Plan, Assessment and Placement Agreement.

4 The Shared Lives service will ensure that all SL Carers have current contact information (relevant to the needs of the Service User that they support) for primary health care services and other relevant agencies or individuals and that SL Carers understand how these should be used in the event of sudden illness or accident.

5 The Shared Lives service will ensure that Shared Lives staff follow their own organisation’s guidelines for staff in relation to first aid. The Shared Lives Manager [or the nominated person] will ensure that:

5.1 There is adequate first aid provision in each office.

5.2 There is a nominated and approved first aider in each building.

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