



# First Aid Qualifications

May | 2018

Under the Education and Care Services National Law, staff in education and care services are required to have first aid qualifications approved by the National Authority: ACECQA.

## ACECQA approved qualifications

Before booking training please consult the ACECQA approved list of qualifications at:  
[www.acecqa.gov.au/Qualifications.aspx](http://www.acecqa.gov.au/Qualifications.aspx).

It is important to check the qualification codes of courses before booking training as some cover all three required elements:

- first aid;
- anaphylaxis management training; and
- emergency asthma management training

whilst other qualifications only cover individual elements, for example emergency asthma management training only.

**Please note:** There are some registered training organisations that list anaphylaxis management training and emergency asthma management training on their first aid certificate. However, the course code may have only been approved by ACECQA for the first aid qualification component and therefore the anaphylaxis management training and emergency asthma management training components still need to be addressed by the service.

If you have completed training and want to know if it is on ACECQA's approved list, you will need to know the name of the training course and its code or other unique identifier. This information will appear on the certificate or transcript you received when you completed the training.

## How often must qualifications be updated?

Please check with your training provider for the relevant time period to keep your qualification(s) updated. The first aid certificate may specify additional requirements to keep it valid. For example, your first aid certificate may require you to complete the CPR component every 12 months to keep this qualification current.

It is recommended that you develop a schedule to keep track of when qualifications need updating. This should include an adequate timeframe in which to undertake training prior to the qualification expiry date.

## Staffing considerations

Below is a summary of the different requirements under the [Education and Care Services National Regulations 2011](#) in relation to first aid qualifications for centre-based, school-based and family day care services.

Service type	Centre-based services - regulation 136(1)	Premises on school site - regulation 136(2)	Family day care - regulation 136(3)
Required first aid qualifications	<ul style="list-style-type: none"><li>• current approved first aid qualification</li><li>• current approved anaphylaxis management training qualification</li><li>• current approved emergency asthma management training</li></ul>		
Required staffing arrangements	One staff member may hold one or more of the three qualifications.	For services operating on a school site, a staff member other than an educator can meet the first aid qualification requirements, including anaphylaxis and asthma management, if they are in attendance and immediately available in case of an emergency. For example, a school nurse may be counted towards these requirements.	Each family day care educator and educator assistant must hold all three qualifications.

Staff with first aid qualifications and training must be in attendance during all parts of the day, including breaks, and have contingency plans in place for educator illness or leave.

Provisions also need to be in place for events such as excursions. For example: if a centre based service takes children on an excursion the approved provider must ensure that a person(s) with first aid qualifications and training is in attendance on the excursion as well as at the education and care service premises if some of the children remain behind.

Educators may be required to undertake additional training if children with specific medical conditions are enrolled in the service. This would be identified at the time of enrolment. Please note: services are required to have a medical condition policy to assist with managing individual children's health care needs as specified in Regulation 90 of the Education and Care Services National Regulations.

## Contact details

Early Childhood Services

Phone: 08 8226 0077 or 1800 882 413

Website: [www.esb.sa.gov.au](http://www.esb.sa.gov.au)

Email: [EducationStandardsBoard@sa.gov.au](mailto:EducationStandardsBoard@sa.gov.au)