

# Course Information

## Course in Basic Oxygen Administration

### Course Details

<b>Course Name</b>	Course in Basic Oxygen Administration	<b>Code</b>	22298VIC
<b>Unit</b>	VU21763 Apply basic oxygen resuscitation/oxygen therapy		
<b>Description</b>	<b>Course in Basic Oxygen Administration</b> is a nationally recognised course, graduates will be able to recognise and respond to emergency situations that require the application of oxygen therapy or oxygen resuscitation, as appropriate, until the arrival of medical assistance.		

### Course Delivery

**Duration** 1 x 4 hour face to face sessions

#### Elements

##### 1. Respond to the situation

- 1.1 The situation is assessed in a manner that recognises it is time critical
- 1.2 Physical hazards to health and safety of self and others are identified and minimised and/or removed according to established first aid principles and procedures
- 1.3 Immediate risks to health and safety of self, casualty and others are minimised by isolating any identified hazard, such as naked flame
- 1.4 Casualty's condition is assessed and the need for administration of supplemental oxygen is identified
- 1.5 Appropriate emergency assistance is required using relevant available communication media or equipment

##### 2. Administer oxygen

- 2.1 The nature of the casualty's condition is determined and CPR is applied of appropriate
- 2.2 Casualty is reassured in a caring and calm manner, if conscious, and made comfortable using available resources
- 2.3 Resources and equipment are identified, accessed and assessed for serviceability and suitability
- 2.4 Oxygen is administered using specified delivery devices and suitable flow rates relevant to casualty's condition, resources and equipment available
- 2.5 Casualty's condition is monitored and responded to in accordance with first aid principles and procedures, Australian Resuscitation Council (ARC) Guidelines and/or State/Territory and industry requirements

##### 3. Communicate details of the incident

- 3.1 Details of casualty's condition and first aid management activities are accurately conveyed to emergency response services/reliving personnel
- 3.2 Details of incident are reported in line with workplace requirements
- 3.3 Workplace documentation is completed in a timely manner, presenting all relevant facts according to established procedures
- 3.4 Confidentiality of records and information is maintained in line with statutory and/or workplace requirements

##### 4. Evaluate oxygen support provided

- 4.1 Effectiveness of own role in the incident is reviewed in accordance with established procedures
- 4.2 Aspects for improvement and/or further development of own skills and knowledge are identified



**TRAINING YOU TO MAKE A DIFFERENCE**

# Course Information

## Course in Basic Oxygen Administration

**Delivery** Training delivery will focus on facilitation of adult learning by contextualizing learning programs to suite the individual learner needs, reasonable adjustment will be used to accommodate varying communication and learning styles.

**Assessment** All assessment criteria must be met for a learners to be deemed as competent:

**Practical assessment:**

- It is an assessment requirement that learners are able to get down on the floor and perform simulated CPR for an extended period of time
- Pre-Course Assessment must be completed prior to attendance and results brought along to the face to face session
- participation in group and individual case scenarios
- demonstrate assessing the situation
- demonstration on CPR in line with ARC guidelines
- demonstrate use of administration of oxygen
- demonstrate communicating details of the incident

**Written assessment:**

- workbook or on-line assessment questions
- workbook or on-line quiz questions
- completion of a workplace/WorkCover documentation

### Cost Structure

**Price** Face to face sessions **\$65.00 per person**

**Inclusions** Oxygen Administration resources and work book

On being deemed competent in 22298VIC Course in Basic Oxygen Administration, receipt of full course fees and verification of a valid USI, an Electronic Nationally Recognised Statement of Attainment will be issued.

### Terms and Conditions

Please refer to the KMR Safety First Terms and Conditions documentation for details of all policies and procedure, including:

- Fees, refunds, transfers and cancellations
- Minimum numbers for group bookings
- Complains and appeals
- Recognition of Prior Learning (RPL)
- Privacy



**TRAINING YOU TO MAKE A DIFFERENCE**

# Course Information

## Course in Basic Oxygen Administration

### Contact KMR Safety First

<b>RTO</b>	KMR Safety First Pty Ltd
<b>RTO Number</b>	22 485
<b>Postal Address</b>	PO Box 111 Hurstbridge, VIC 3099
<b>Phone</b>	03 9718 1733
<b>Web</b>	<a href="http://www.safetyfirst.com.au">www.safetyfirst.com.au</a>
<b>Email</b>	safetyfirst@safetyfirst.com.au



NATIONALLY RECOGNISED  
TRAINING

## TRAINING YOU TO MAKE A DIFFERENCE

P\F. 03 9718 1733 | [safetyfirst@safetyfirst.com.au](mailto:safetyfirst@safetyfirst.com.au) | [www.safetyfirst.com.au](http://www.safetyfirst.com.au) | PO BOX 111 Hurstbridge VIC 3099

22298VIC Course in Basic Oxygen Administration Course Information Sheet Version V1.3 01/10/2016