



QNUK Level 3 Award in
Responding to Incidents with an AED (RQF)
Qualification Specification

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1 Introduction

Qualifications Network Limited (QNUK) is an Awarding Organisation recognised and regulated by the Office of Qualifications and Examinations (Ofqual) in England, the Council for Curriculum, Examinations and Assessment (CCEA) in Northern Ireland and Qualifications Wales.

This specification outlines key information required by users of the qualification to ensure they can make an informed decision about the suitability of the qualification they are taking or proposing to take for the purposes that they intend to use it.

2 Contact us

Please get in touch if you need any advice or guidance with this qualification.

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3 Document control

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Version number	Date amended	Section	Details
V1	N/A	N/A	Original
V4	Sept 2022	All	New design layout

4 Qualification objective

This qualification is aimed those working in an environment where an AED is available and staff members need additional training in its use and maintenance. The qualification has been mapped to current Resuscitation Council (UK) guidelines.

5 Geographical coverage of this qualification

This qualification is available across the UK and internationally.

6 Benefit to learners

This qualification will provide learners with the skills, knowledge and understanding to support individuals responding to cardiac arrests.

7 Progression

Learners could progress to the:

- QNUK Level 3 Award in First Aid at Work (RQF)
- QNUK Level 3 Award for First Responders (RQF)
- QNUK Level 3 Award for the First Person on the Scene (International) (RQF)

7.1 Combined qualifications

This qualification can be delivered as a “bolt-on” to other first aid qualifications. As some assessment criteria are similar the delivery time can be reduced. Learners must be assessed on all criteria.

8 Recognition of prior learning

QNUK does not accept applications for recognition of prior learning for this qualification.

9 Qualification information

Qualification Number (QN):	603/2456/9
Learning Aim:	60324569
Total Qualification Time (TQT):	5
Guided Learning Hours (GLH):	3
Credit value:	1
Level:	3
Validity:	1 year
Assessment:	Invigilated MCQ paper, and observed practical tasks
Achieving the qualification:	Learners must achieve the mandatory single unit
Time to complete:	Learners must complete the qualification within 4 weeks

10 Qualification structure

Mandatory units

Unit No.	Unit Title	Level	GLH	TUT	Credit
L/616/4946	Maintaining and using an Automated External Defibrillator	3	3	5	1

Optional units

Unit No.	Unit Title	Level	GLH	TUT	Credit
N/A	N/A	N/A	N/A	N/A	N/A

10.1 Rules of combination

Learners must complete the mandatory unit. All learners must achieve a minimum of 1 credit

11 Learner entry requirements

Any prior knowledge, skills, understanding or qualifications that are required to undertake this qualification are outlined below:

Learners should be a minimum of 16 years to undertake this qualification

Learners will be required to demonstrate first aid procedures as they would in a real work environment. This includes providing CPR to a casualty who is on the floor, therefore be physically capable of doing so.

There are no other pre-requisites for this qualification.

11.1 Language of the assessment

Learners must have sufficient command of the English language to understand and undertake the recommended assessment methods for this qualification.

It is strongly recommended that learners should be working at level 2 literacy.

Learners may use BSL, however in these cases centres may be asked to video record assessments for verification purposes.

12 Learner identification

Anyone undertaking a regulated qualification is required to prove their identity. This ensures only those with a genuine claim to the qualification can make that claim.

Learners who are unwilling or unable to provide a copy of their identification prior to assessment will not be able to complete their qualification.

Identification documents should reflect the learner's current legal name. Certificates will be issued in this name.

Learners are required to provide at least 1 form of photo I.D. If photo I.D is not available, 2 forms of non-photographic I.D can be produced.

Acceptable forms of photographic I.D (1 required) are:

- Signed UK Photo card driving licence
- Signed passport (any nationality)
- Valid EU Photo identity card
- SIA security licence (with photo)
- Current and valid warrant card issued by HM forces or Police
- Current and valid Prison service card (with photo)
- Proof of age card
- Employee photo identification card
- Student photo identification card for a recognised educational establishment
- Firearms license (with photo)

Acceptable forms of non-photographic I.D (2 required) are:

- Current driving license – paper version
- Birth certificate
- Marriage/civil partnership certificate
- Mortgage statement (issued within past 12 months)
- Bank or building society statement (issued within last 3 months)
- Bank or building society account opening confirmation letter (issued within last 3 months)
- Credit card statement (issued within last 3 months)
- Pension or endowment financial statement (issued within last 12 months)
- P45 or P60 statement (issued within last 12 months)
- Council tax statement (issued within last 12 months)
- Valid work permit or visa issue by UK government
- Utility bill – excluding mobile phone bill (issued within last 3 months)
- Benefit statement e.g. child benefit, pension (issued within last 3 months)

13 Delivery requirements

This qualification is delivered in a face-to-face setting over a minimum of a xx-day period. Learners should complete the qualification within x weeks/months/years

13.1 Venue requirements

13.1.1 Physical classrooms

Classrooms should be suitable for learning and meet all relevant Health and Safety requirements.

Classrooms should:

- have suitable light and heat
- be a suitable temperature
- be free from obtrusive noise and odours
- have sufficient seating
- have suitable surfaces for note taking
- be of a suitable size for learners (approximately 11m³ per learner in a room with 3m high ceilings)
- have access to toilets and welfare facilities
- have access to refreshment facilities

13.2 Equipment requirements

Centres are responsible for ensuring this qualification is delivered using the following equipment as a minimum.

- suitable presentation materials
- reference manual (Learners may be required to purchase these separately)
- suitable number of adult resuscitation manikins (one manikin per four learners)
- suitable number of child resuscitation manikins (one manikin per four learners)
- suitable number of infant resuscitation manikins (one manikin per four learners)
- suitable manikin disinfectant wipes
- suitable number of AED training devices (one unit per four learners)
- paediatric AED pads
- other first aid equipment as appropriate for the individual setting

Additional equipment may include:

- Posters and realia

13.3 Blended learning

Blended learning is not accepted for this qualification.

13.4 Assessor to learner ratio

The maximum assessor to learner ratio for this qualification is 1: 12

13.5 Recommended resources

Learners should have access to a suitable reference material.

14 Centre personnel requirements

Centres are required to ensure anyone involved in the delivery, assessment and quality assurance of our qualifications are registered with QNUK and approved to deliver, assess or quality assure the qualification.

Any courses delivered without the above approval will be invalidated.

Internal quality assurers are required to ensure that trainers, assessors and quality assurance staff, and their records, including qualification certificates and CPD are up to date and maintained.

14.1 Trainers/ assessors

Specific details related to the training, assessing, subject knowledge and CPD requirements are outlined in our delivery resource requirements document. This is available on our website.

Those involved in the delivery and assessment of this qualification must:

1. Hold a suitable first aid or medical qualification (type 1) appendix 4, **and**
2. Hold a teaching qualification as listed in appendix 1, **and**
3. Hold an assessing qualification (type 1) as listed in appendix 1, **and**
4. Show current evidence of continuing professional development in teaching, assessment and the subject matter. **and**
5. Provide an acceptable log of teaching first aid within the last 3 years **or**
6. Provide an acceptable record of competently teaching theoretical and practical first aid sessions under the supervision of a suitably qualified assessor

14.2 Internal quality assurers

Internal quality assurers for this qualification must:

Meet the above trainer/ assessor requirements.

They should also:

- meet the qualification requirement for IQAs (type 1) listed in appendix 2 **and**
- show current evidence of continuing professional development in assessment, quality assurance and the subject matter.

15 Assessment requirements

Learners are assessed for this qualification using the following methods:

- Multiple choice examination
- Observation

Multiple choice examination

The MCQ paper will be taken under examination conditions, i.e. learners will sit a minimum of 1.25 metres apart, will not confer during the examination and no electronic devices (such as mobile phones) or books, including dictionaries, will be permitted.

Language of assessment:	English
Duration:	20 minutes
Pass mark:	70% (4/6)
Grading:	Pass / Fail

Resits

If a learner is unsuccessful with the multiple-choice examination, they can have a second attempt. This must be taken within the time allowed for completion of the qualification.

Where a learner has failed to score 60% or more they should undertake additional training before resitting the assessment.

If a learner fails a second attempt, with or without additional training, they will have failed the qualification and will not be able to resit the assessments.

Practical observations

Learners are required to undertake a number of practical observations.

These practical's can be in a simulated environment, however the practical should be undertaken as it would in a real environment and in line with the purpose of the qualification.

Language of assessment:	English
Duration:	As required
Pass mark:	100%
Grading:	Pass / Fail

Resits

If a learner is unsuccessful with the multiple-choice examination, they can have a second attempt. This must be taken within the time allowed for completion of the qualification.

If a learner fails a second attempt, with or without additional training, they will have failed the qualification and will not be able to resit the assessments.

16 Moderation

This qualification has been rated as QNUK as medium risk. As centre assessors are responsible for assessment decisions, it is subject to both moderation and verification.

Moderation will initially require QNUKs EQA department to moderate or check each assessment decision for the MCQ assessment. We will also ensure centres assessment decisions in regard to practical skills in this, or a closely related subject are verified.

The level of moderation and verification is dependent on the risk level of the centre.

Direct claims status (DCS) may be available for medium or low risk centres who have demonstrated consistent high levels of quality assurance. DCS is reviewed regularly at intervals determined by our Centre Assessment Standards Scrutiny Strategy (CASSS).

Centres should allow for an additional 3 days where assessment decisions are being moderated.

17 Results

The centre is required to submit learner results within 10 working days of assessment to Qualifications Network UK for moderation.

We will issue verified results and appropriate certification to the approved centre within 10 working days of receiving the results.

Centres with DCS will have certificates issued within 7 days.

Centres will forward results and/or certificates to learners, who can expect to receive them within 24 working days of taking the assessment. If learners have not received results and/or certificates within 28 working days, they should contact the centre in the first instance.

If a centre is in a sanction or has been withdrawn from QNUK either voluntarily or otherwise, we reserve the right to send certificates directly to learners.

18 Appendix 1: Units of assessment

Unit 1 | Maintaining and using an Automated External Defibrillator

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Unit summary:

Write the purpose of the unit here. This can reflect overall what the learners should know or do and link back to the purpose of the qualification

LO 1	The learner will be able to assess an incident
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Assessment Criteria		Types of evidence
The learner can:		
1.1	Conduct a scene survey	Obs
1.2	Conduct a primary survey of a casualty	Obs
1.3	Summon appropriate assistance when necessary	Obs

LO 2	The learner will be able to provide first aid to an unresponsive casualty that is not breathing normally
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Assessment Criteria		Types of evidence
The learner can:		
2.1	Identify when to administer Cardiopulmonary Resuscitation (CPR)	Obs
2.2	Demonstrate adult CPR using a manikin	Obs
2.3	Demonstrate CPR for: <ul style="list-style-type: none"> • An adult victim of drowning or • Child or • Infant 	Obs
2.4	Conduct a hand over to the emergency services	Obs

LO 3	The learner will be able to provide first aid to an unresponsive casualty that is breathing normally
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Assessment Criteria		Types of evidence
The learner can:		
3.1	Identify when to place a casualty into the recovery position	Obs
3.2	Demonstrate how to place a casualty into the recovery position	Obs
3.3	Demonstrate continual monitoring of breathing whilst the casualty is in the recovery position	Obs

LO 4	The learner will be able to provide first aid to a casualty who is choking
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Assessment Criteria		Types of evidence
The learner can:		
4.1	Identify when a casualty is choking	Obs
4.2	Demonstrate how to administer first aid to a casualty who is choking	Obs

LO 5	The learner will understand the principles of using and maintaining an AED
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Assessment Criteria		Types of evidence
The learner can:		
5.1	Identify the links of the chain of survival	MCQ
5.2	Identify when a defibrillator battery requires changing	MCQ
5.3	Identify when electrode pads need replacing	MCQ
5.4	Identify how to troubleshoot problems if the automated external defibrillator does not function correctly	MCQ
5.5	Identify the safety considerations when using AEDs	MCQ

L/616/4946

Maintaining and using an Automated External Defibrillator

What needs to be learnt?

Conducting a scene survey may include:

1.1

- Checking for further danger
- Identifying the number of casualties
- Evaluating what happened
- Prioritising treatment
- Delegating tasks

The primary survey sequence may include:

1.2

- Danger
- Response
- Airway
- Breathing
- Circulation

Summoning appropriate assistance may include:

1.3

- Shouting for help
- Calling 999/112 via speakerphone or bystander
- Leaving the casualty to call 999/112
- Calling an NHS emergency helpline such as 111

Identifying when to administer CPR must include:

2.1

- When the casualty is unresponsive and:
 - Not breathing
 - Not breathing normally/agonal breathing

Demonstrating CPR must include:

2.2

- 30 chest compressions
 - Correct hand positioning
 - 5-6cm compression depth
 - 100-120 per minute
- 2 rescue breaths
 - Correct rescue breath positioning
 - Blowing steadily into mouth (about 1 sec to make chest rise)
 - Taking no longer than 10 seconds to deliver 2 breaths
- AED (Defibrillator)
 - Correct placement of AED pads
 - Following AED instructions

CPR – minimum demonstration time of 2 minutes at floor level. May additionally include use of rescue breath barrier devices

Demonstrating CPR for an adult victim of drowning must include:

- 5 initial breaths
- 30 chest compressions
 - Correct hand positioning
 - 5-6cm compression depth
 - 100-120 per minute
- 2 rescue breaths
 - Correct rescue breath positioning
 - Blowing steadily into mouth (about 1 sec to make chest rise)
 - Taking no longer than 10 seconds to deliver 2 breaths
- AED (Defibrillator)
 - Correct placement of AED pads
 - Following AED instructions

2.3

CPR – minimum demonstration time of 2 minutes at floor level. May additionally include use of rescue breath barrier devices

Demonstrating CPR for an infant or child must include:

- 5 initial rescue breaths
- 30 chest compressions
 - Correct hand/finger positioning
 - Correct compression depth for infant and child
 - 100-120 per minute
- 2 rescue breaths
 - Correct rescue breath positioning
 - Blowing steadily into mouth (about 1 sec to make chest rise)
 - Taking no longer than 10 seconds to deliver 2 breaths
- AED (Defibrillator)
 - Correct placement of AED pads
 - Following AED instructions

Handover may include details such as:

2.4

- Age of the casualty
- Time of the incident
- Mechanism of injury (What happened)
- Injuries sustained (or suspected)
- Signs and symptoms of the casualty
- Treatment provided

Treatment provided may include the number of shocks given using an AED.

Identifying when to place the casualty into the recovery position should include when the casualty has lowered levels of response and:

3.1

- Does not need CPR
- Is breathing normally
- Is uninjured

An injured casualty may be placed in the recovery position if the airway is at risk (e.g. fluids in the airway or you need to leave the casualty to get help)

Placing a casualty into the recovery position may include:

3.2

- Placing in a position that maintains a stable, open, draining airway at floor level
- Continually monitoring airway and breathing
- Turning the casualty onto the opposite side every 30 minutes
- Placing heavily pregnant casualty on their left side

Continually monitoring airway and breathing includes:

3.3

- Continual checking for normal breathing to ensure that cardiac arrest can be identified immediately

Identifying mild choking may include recognising the casualty is able to:

- Speak
- Cough
- Breathe

4.1

Identifying severe choking may include recognising the casualty is:

- Unable to cough effectively
- Unable to speak
- Unable or struggling to breathe
- In visible distress
- Unconscious

Administering first aid for choking should include the following:

4.2

- Encouraging to cough
- Up to 5 back blows
- Up to 5 abdominal thrusts
- Calling 999/112 when required
- CPR if unconscious

Chain of survival as outlined by the UK resuscitation council. To include:

5.1

- Early recognition and call for help
- Early CPR
- Early defibrillation
- Early post resuscitation care

5.2

Awareness of types of batteries, warning systems and general life of a battery and average number of shocks that can be given.

5.3

Awareness of different pad types and storage. When pads are not to be used and when they should be replaced, including average shelf lives.

Troubleshooting to include:

5.4

- AED unit vocal warnings, their causes and responses.
- Action to take with low and flat battery. Action to take when maintenance warnings are given.

Safety considerations may include:

5.5

- Ensuring the casualty is not breathing normally before applying
- Use of age appropriate pads
- Applying to a bare chest
- Ensuring metal is removed from the chest area
- Ensuring the casualty is not touching conductive materials
- Ensuring others are not touching the casualty
- Ensuring the unit is used in an environment free from flammable gases and vapours

Rationale for level	Level	Emphasis	Comments
Knowledge	3	Strong	
Skills	3	Strong	
Overall	3		

Rationale for TQT and credit	Hours	Comments
Guided learning:	3	
Directed study:	0	
Independent study:	2	
Work-based learning:	0	
Non invigilated assessment:	0	
TUT:	5	
Credit value:	1	

19 Appendix 2: Command verbs

To ensure that learners can meet the requirements of each criterion, they should be explained to the learner prior to assessment and fully understood by the Assessor for this qualification.

Conduct	Carry out
Demonstrate	Apply skills in a practical situation and/or show an understanding of the topic
Describe	Write or speak about the topic or activity giving detailed information
Identify	Provide brief information about a subject, specific process or activity

20 Appendix 3: Specimen Assessment material

1. At what point should an ambulance be called for a casualty who is having a seizure?

- A Immediately in call cases
- B If the seizure lasts longer than normal
- C Only if the casualty has never had a seizure before
- D Only if the casualty is a child

2. Which **ONE** of the following is a treatment for a casualty suffering from shock?

- A Allow a drink of warm sweet tea
- B Allow sips of a suitable sports drink
- C Give nothing to eat or drink
- D Provide small amounts of water

3. Which of the following items should **NOT** be found in a First Aid kit?

- A Dressings
- B Ice pack
- C Safety pins
- D Paracetamol