



**SINGAPORE  
FIRST AID TRAINING  
CENTRE**

**LEARN • EMPOWER • ACT**

# OCCUPATIONAL FIRST AID

Course Syllabus

*Recognised by Ministry of Manpower, WSH Council  
and Singapore Civil Defence Force*





# FOUNDATION



SINGAPORE  
FIRST AID TRAINING  
CENTRE

## 1. PRINCIPLES AND PRACTICE OF FIRST AID

- Definition of first aid
- Aims of first aid
- Responsibilities and duties of a first aider
- Universal precautions
- First aid box contents and its uses

## 2. HANDLING AND TRANSPORTATION OF THE INJURED

- Principles of lifting
- Demonstration of transportation techniques
- 1-rescuer techniques
- 2-rescuer techniques



## 3. MANAGEMENT OF MEDICAL EMERGENCIES

- Primary survey (DRABC)
- Secondary survey  
(history, monitor, head to toe examination)
- Emergency action plan
  - Communication system
  - Evacuation and transportation plan
- Records and reporting system
- Case scenarios





# FIRST AID TOPICS

## 1. SHOCK, BLEEDING AND WOUNDS

- a. Basic anatomy and physiology of the circulatory system
- b. Types of bleeding i.e. arterial, venous or capillaries
- c. Management of bleeding from common sites
- d. Management of shock
- e. Management of bites and stings
- f. Types of bandages available
- g. Principles and techniques in applying bandages
- h. Practical on bandaging of wounds

## 2. FRACTURES AND SOFT TISSUE INJURIES

- a. Basic skeleton structure
- b. Signs and symptoms of fractures, sprains, strains, dislocations
- c. Management of the common fractures: head, jaw, collarbone, upper limb (upper arm, lower arm hands, fingers), lower limb (thighbone, kneecap, pelvis) and spine
- d. Management of soft tissue injuries & wounds
- e. Practicals on:
  - Bandaging
  - Splinting for bone
  - Soft tissue injuries, including bandaging of the eye with use of eye shield
  - Triangular bandages
  - Crepe bandages



## 3. BREATHING DIFFICULTIES

- a. Anatomy and physiology of respiratory system
- b. Sign and symptoms
- c. Management of: choking, fumes inhalation, hyperventilation, asthma, respiratory arrest and drowning
- d. Practical on choking



## 4. UNCONSCIOUS VICTIM

- a. Causes & Management: Heat disorders (including heat cramps, heat exhaustion and heat stroke), drowning, electric shock, overcome by gases, fainting, head and neck injuries, fit, hysteria, stroke and diabetic emergencies
- b. Practical case scenarios





## 5. OCCUPATIONAL EYE INJURIES

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- a. Anatomy of the eye
- b. Common causes of eye injury
- c. Examination of the eye.
- d. Signs & symptoms and management
  - Burns by chemical, heat
  - Radiation injuries e.g. arc eye
  - Foreign bodies in eye
  - "Black eye"
- e. Case studies (with pictures)



## 6. BURNS

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- a. Definition
- b. Anatomy of the skin (diagram)
- c. Signs and symptoms and management of the following:
  - Electrical burns
  - Dry burns e.g. flame burns
  - Scalds
  - Chemical burns
  - Radiation burns, including sun burns
- d. Assessment on the severity of burns
- e. Management of burns
- f. Case studies





# LIFE SUPPORT TOPICS

## 1. CARDIOPULMONARY RESUSCITATION (CPR)

- Revision of the anatomy and physiology of the circulatory system with emphasis on the heart
- Chain of survival
- Principles of resuscitation
- Universal precautions  
(including use of resuscitation mask)
- Resuscitation sequence and techniques for one-man CPR



## 2. AUTOMATED EXTERNAL DEFIBRILLATOR (AED)

- Introduction on AED, features & Indications
- Dangers associated with AED operations and safety precaution
- Chest preparation
- Electrode pad placement
- AED procedure and troubleshooting
- Documentation & housekeeping
- CPR+AED practical sessions





# WORKPLACE SAFETY AND HEALTH TOPICS

## 1. FIRST AID REQUIREMENTS IN WORKPLACES

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- a. Rationale
- b. Requirements under the Workplace Safety and Health Act
  - Appointment of first aiders
  - First aider training
  - First aid box
  - First aid room
- c. Requirement under The WSH (FirstAid) Regulations
  - No. of first aid boxes or containers
  - Content of first aid box
- d. No. of first aiders to be appointed

## 2. INDUSTRIAL TOXICOLOGY

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- a. Routes of entry of chemicals
- b. Importance of SDS
- c. Situation with hazardous exposure (case scenarios)
  - Accidental release of chemicals
  - Confined space
  - Unsafe work practices, including proper use of PPEs
- d. Rationale for understanding the effects of chemicals on the body
- e. Simple Preventive Measures
  - Safe work practices
  - Good personal hygiene
  - Use personal protective equipment (PPE)
  - Precautions to take during rescue operations (e.g. in confined spaces)
- f. Simple treatment, including the use of amyl nitrite ampoules, where cyanide is used.

## 3. SAFETY AND ACCIDENT PREVENTION

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- a. General provision under the Workplace Safety and Health Act for safety and accident prevention
- b. Importance of safe work measures (Video presentation - preferred)
- c. Common industrial accidents and unsafe work procedures (case studies)
- d. The role of the first aider in preventing accidents








## Your Partners In Saving Lives



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