

COVID-19 First Aid Protocol

This protocol is for the revised University procedure regarding dealing with First Aid incidents. A revised protocol is required in order to mitigate the additional risks associated with COVID-19 infections

All First Aid incidents should only be attended by trained first aiders whenever possible. The University has several members of staff and students who have valid First Aid qualification.

Any first aid incidents should be reported to the Security Lodge of the campus where the incident is taking place. The emergency phone numbers of each campus are.

- Hope Park - 0151 291 3800
- Creative Campus - 0151 291 3700
- Aigburth Park - 0151 728 2555

If the incident is an emergency, the security lodge should be called immediately. Campus Services will liaise with the emergency services and will direct the emergency services to the incident.

If a person is requesting first aid assistance because they have COVID-19 symptoms, as detailed by the NHS <https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/>, the First Aider should **not** attend the casualty. The person will be instructed to avoid all contact with other people, 'self-isolate' and undertake a COVID-19 test as soon as possible. Refer to the University protocol for testing individuals for COVID-19. If they are too unwell to attend the testing facility call 999 immediately. Any such incident should be reported to the University dedicated Covid-19 email address at covid-19@hope.ac.uk.

To reduce the chance of infection First Aiders must always wear a minimum level of Personnel Protective Equipment (PPE) when attending any incident. The minimum PPE requirement consists of a personnel face shield, disposable gloves and a disposable apron.

First aiders must not put themselves, the casualty or others at risk when attending first aid incidents. A dynamic risk assessment should be completing when attending the casualty

Physical contact with casualty should be avoided whenever possible. The First Aider should only physically touch casualties if they are unconscious or when absolutely necessary. For any other casualties maintain a 2-metre social distance whenever possible.

When approaching the casualty, the first aider should ask any bystanders to leave the area if they are not required. They should then administer first aid as they have been trained but at a social distance whenever possible.

If the casualty is unconscious and in cardiac arrest 999 should be called immediately. Chest compressions can be administered (CPR). Rescue breathes should not be administered unless advised by the 999 operator and only with a resuscitation aid with one-way valve and a cover for the mouth and nose of the patient. These are supplied in each Security Lodge First Aid box.

For minor first aid incidents, the First Aider should try to get the casualty to administer self-aid with support whenever possible, such as first aid dressings. The casualty should administer these dressings themselves whenever possible to minimise physical contact.

If the First Aider considers further treatment to be required, the casualty should be directed to the nearest relevant open NHS facility or call 111.

After the incident First Aider should remove their PPE safely and dispose safely the gloves and aprons. The face shield should be cleaned with sanitising cleaning materials. They should then wash their hands for a least 20 seconds.

Following each incident record the details on a University First Aid Incident form. Record incident in detail. List the names of all personnel involved and present during the incident. These forms are located in all Security Lodge's. The form should then be forwarded to the University Health and Safety representative Ginny Mair (mairv@hope.ac.uk).

Note. If in any doubt the First Aider should seek professional assistance via 999 or 111. They any no time should they put themselves, the casualty or others at risk.

David Kerry

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