

## Refresher Program

Program fee available on request and includes GST

(concessions not applicable)

## Flexible Learning Inc. 1 Day Workshop

Course fee available on request and includes GST

(eligible concession card holder discounts apply)



8:15am – 4:30pm  
Training Dates

FRI	20	JAN
WED	15; 22	FEB
THUR	12	APR
WED	16	MAY
WED	13	JUN
WED	11	JUL
FRI	24	AUG
WED	12	SEP
WED	17	OCT
WED	14	NOV
WED	12	DEC

### Topics covered in these programs

Legal issues; infection control; DRSABCD Action Plan; managing the unconscious casualty; resuscitation; defibrillation information; choking; first aid kits; shock; wounds & bleeding; burns; asthma; anaphylaxis; safety & risk management; fractures; sprains, strains & dislocations; head, neck and spinal injury; chest and abdominal injuries; facial injuries; heat & cold induced illness; poisons, bites and stings; other medical emergencies.

St John (NT) recommends first aid skills are re-validated every three (3) years

### Refresher Program:

This program reviews and assesses the skills and knowledge introduced in an Apply first aid HLTF301B course.

Refresher program Pre-requisite:

An Apply first aid credential or recognised equivalent (not achieved in a 'refresher' format) achieved within the last 3 years.

A revision workbook is issued at the time your course booking is confirmed. It is strongly recommended that you complete this workbook and bring it with you on the day of the course

Due to the dynamic and ever changing nature of first aid, St John permits attendance at only one (1) Refresher program between two (2) full Apply first aid courses. The performance criteria assessed during this program directly correlates to the performance criteria of Apply first aid HLTF301B

### Flexible Learning 1 Day Practical Skill Workshop:

St John now offers the Nationally Accredited 'Apply first aid' credential through flexible learning options. Obtain your First Aid credential by completing some study on your own, using a Learner Guide Workbook or a CD-ROM, at a time, place and pace that suits you. Then simply attend a one day workshop covering the practical aspects of the course and assessment.

Flexible Learning—Minimum entry standard:

Participants must be 14 yrs of age.

### How does Apply first aid (flexible learning option) work?

Flexible learning allows you to choose your preferred learning method and combines a number of different options to make learning easier for you.

Choose either Learner Guide Workbook or CD-ROM.

Complete the exercises at a time, place and pace that suits you. It's recommended that you spread your learning over a couple of weeks.

Attend a one day interactive workshop focusing on the practical and assessment aspects of the course. That means less time out from work or your busy schedule. **It's that easy!**

### What now?

Step 1: Enrol

- Enrol in the Apply first aid flexible learning option, contact St John (NT).

Step 2: Self Study

- Complete the workbook or the CD-ROM (allow at least 6 hours)

Step 3: One Day Practical Workshop

- Attend the workshop
- Fulfil the practical components of first aid management
- Successfully complete the course assessment during the workshop

### Private Courses

Private First Aid Training Courses are available to business and industry. Courses are delivered to a specific customer group and can be completed at the customer's location or at a St John (NT) venue.

For further information please call the Training Department on 8959 6640.

## Recognition

St John-NT recognise AQF and VET Qualifications and Statements of Attainment issued by other RTOs.

## Why choose St John-NT?

St John-NT is a self-funded charity dedicated to helping those in sickness, distress and/or suffering.

First aid training courses, kits and equipment sales help to fund the important work that our Volunteers do within our community by providing vital first aid services at public events and by undertaking community services to those in need each year.

By supporting St John-NT – you are helping to give back to your community! Book your first aid course today.

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### Course booking terms and conditions

1. Course payment must be received at the time of booking or within a time negotiated with Training Administration staff (no more than 7 working days). Until payment is received your name will appear on the course WAIT LIST and will be moved into the class list once your payment is received.  
(a) A Purchase/Work/Service Order Number is recognised as payment received
2. If the course you are booking into commences within ten (7) working days payment must be received within 24 hours of booking unless alternative arrangements are approved.
3. Payment for courses may be made in person at our Alice Springs Centre or over the phone. Credit cards accepted are Bankcard, MasterCard, Visa, Diners and American Express.
4. **Transfer:** You may transfer your course enrolment to another course provided 1; at least seven days notice is given to the Training Department with such notice to be in writing and, 2; a vacancy exists for the date you wish to transfer to.  
(a) A \$10.00 TRANSFER FEE WILL APPLY.
5. **Cancellation:** Where it is necessary for you to cancel your attendance and St John has received your payment or an invoice has been issued,  
(a) an ADMINISTRATION CHARGE OF \$10.00 will be deducted from your refund.  
(b) All such cancellations must be advised in writing.  
(c) Persons wishing to cancel their attendance at a course must do so at least seven (7) working days prior to course commencement. Failure to do so may result in the forfeiture of course fees previously paid.
6. **Refunds:** To obtain a refund of course fees paid please provide St John with 1; the original receipt issued at time of payment, or 2; another form of proof of identity.  
(a) Course payments WILL NOT be refunded where a person fails to attend a course and has not previously notified St John (see above).  
(b) An exception to this condition will be where the person is able to show good cause for such non-attendance. Good cause includes – but is not limited to – presentation of a Medical Certificate; unanticipated changes to work commitments, (employer confirmation required) etc.
7. **Course payments will not be refunded after the commencement of a course.**
8. St John Ambulance Australia (NT) Inc., may cancel any course within 3 days of the advertised commencement date if insufficient numbers exist to conduct the program. Should this occur those persons booked into the cancelled program will be re-booked into another course convenient to them at no additional charge.
9. **Access to Records:** Should you require information or a copy of your records which are held by St John (NT) please contact the First Aid Training Manager in writing. PO Box 40221, Casuarina, NT, 0811 or by email: [annetta.albanese@stjohnnt.asn.au](mailto:annetta.albanese@stjohnnt.asn.au)



St John Ambulance Australia  
Northern Territory

ABN 85 502 986 808

**National Code 4529**

## APPLY FIRST AID

(previously Senior First Aid)

**Flexible Learning**  
(inc 1 Day Face-to-Face Workshop)

## APPLY FIRST AID REFRESHER TRAINING

(previously Senior First Aid Refresher)

**1 Day Face-to-Face**

**Alice Springs**

Alice Springs Ambulance Centre  
Telegraph Terrace, Alice Springs

**2012**  
**January—December**

**week day program**

**Phone: 8959 6640**

**Fax: 8959 6666**

**Email: [training@stjohnnt.asn.au](mailto:training@stjohnnt.asn.au)**

**Website: [www.stjohnnt.org.au/training](http://www.stjohnnt.org.au/training)**