

# MACMHB

## State Training Guidelines Workgroup

### Training/Curriculum Recommendations

The intent of this Training Guideline is for the development and presentation of training content. Curricula based on this guideline will contribute to statewide training quality, uniformity, and reciprocity.

**Topic:** *First Aid*

**Defining Paragraph** (Vision, Boundaries, Overall Outcome Statement):

This class covers the basic skills of providing First Aid as determined by certifying organizations (American Red Cross, American Heart Association, or National Safety Council preferred. Listing of acceptable organizations may be found at Department of Licensing and Regulatory Affairs web site. See References and Legal Authority at end of guide for link).

**Definitions:**

**Content** – These are a listing of the areas covered in the subject.

**Outcomes/Competencies** – These are statements about what participants will be able to do as a result of having participated in the course.

**Outline** – A suggested approach to meeting Outcomes/Competencies.

These three are interrelated, but not necessarily a one-to-one relationship.

**Content:**

1. Basic First Aid action principles.
2. Situations requiring First Aid.
3. Basic First Aid skills.

**Outcomes/Competencies:**

1. Identify and respond to medical emergencies.
2. Recognize and care for sudden illnesses.
3. Recognize and care for severe bleeding and burns.
4. Recognize and care for an injury to a bone or joint.
5. Recognize and care for environmental emergencies.

**Outline/Recommendations:**

Course outline is determined by nationally recognized certifying

organizations.

**Trainer Qualifications:**

Check all that apply, be specific (years, degree, skills, etc):

- ☐ College Degree:
- ☐ License:
- ☐ Years Experience:
- ☐ Documented Skill Set:
- ☐ Training Experience:
- ☐ Trainer in Adult Learning Styles:
- ☒ Other: Current Certification by an organization listed as approved by LARA.

**Length of Training:**

2 – 3 Hours (dependent on national organizational standards and class size)

**Format:**

The acceptable format(s) for the class:

- ☒ Blended Learning (Online + Instructor-Led) \* with documentation of in-person skill assessment by accrediting body
- ☒ Instructor-Led Class
- ☐ Instructor-Led Webinar
- ☐ Online Course
- ☐ Other (specify):

**Teaching Methods:**

These are the best teaching methods for teaching course content. Additional methods may also enhance learning.

- ☒ Individual
- ☒ Classroom/Group
- ☒ Lecture
- ☒ Discussion
- ☒ Skills Practice
- ☒ Return demonstrations
- ☒ Activities
- ☒ Videos
- ☒ Online Activities
- ☐ Individual Assignments
- ☐ Homework assignments
- ☐ Other (specify):

**Method of Assessment:**

How to measure entry-level competency in this course.

- |                                     |                        |  |
|-------------------------------------|------------------------|--|
| <input checked="" type="checkbox"/> | Written Test           | Performance Indicator: 80% and/or national standard  |
| <input checked="" type="checkbox"/> | Return Demonstration   | Performance Indicator: Pass/Fail (should be included in all courses. Must be face to face) |
| <input checked="" type="checkbox"/> | Online Test            | Performance Indicator: 80% and/or national standard  |
| <input type="checkbox"/>            | Skill Sheet            | Performance Indicator:   |
| <input type="checkbox"/>            | Homework Assignment(s) |  |
| <input type="checkbox"/>            | Other:                 |  |

**Scope of Implementation:**

Training recommended for:

- ☒ Specialized Residential direct care staff/home managers
- ☒ Specialized Residential Administrators
- ☒ Community Living Supports (CLS)
- ☒ Pre-Voc Skill Building / Supported Employment (i.e. Competitive Employment, volunteer)
- ☒ Non-Voc Skill Building
- ☒ Supported Living staff
- ☒ Adult Foster Care staff
- ☒ Respite Service staff
- ☒ Self-Determination staff
- ☒ In-Home service staff (children's program)
- ☒ Foster Family Group Home staff
- ☒ Child-caring Institutions (Children's Group Home) staff
- ☒ As identified in the Individual's Person Centered Plan
- ☐ Other employee group (specify):

**Frequency:**

It is recommended the content be reviewed/retaken.

- ☒ Initial & as needed \* by certifying organization
- ☐ Initial & Annual
- ☐ Initial & Every two (2) years
- ☐ Initial & Every three (3) years
- ☐ As directed by the Individual Plan of Service
- ☐ As needed as directed by employer, first-line supervisor, clinical staff
- ☐ Other:

**Additional Comments:**

Can be taught in conjunction with CPR

***A certification card from an accrediting body must include a return demonstration as part of successful completion.***

**References/Legal Authority:**

1. MCL 400.710(3)
2. MHC R301.1801 et seq.
3. American Red Cross
4. American Heart Association
5. Prevailing State Guidelines and Practice Protocols
6. LARA CPR and First aid approved list may be found at:  
[http://www.michigan.gov/lara/0,4601,7-154-63294\\_5529\\_49572\\_49583-82382--,00.html](http://www.michigan.gov/lara/0,4601,7-154-63294_5529_49572_49583-82382--,00.html)

Note: If training is for an adult foster care, facility/home adult foster care staff must also comply with the adult foster care administrative rules. In addition, in those situations where the contents of the training conflict with an administrative rule, the rule prevails.