

# BASIC FIRST AID EMERGENCY RESPONSE CHECKLIST

SAQA US ID 12483 | NQF Level 2 | Swift Skills Academy

## ➊ 1. Assess the Scene – D.R.A.B.C

- Danger – Ensure scene is safe for you and victim
- Response – Check if victim is conscious (tap & shout)
- Airway – Open airway (head tilt, chin lift)
- Breathing – Look, listen, feel for 10 seconds
- Circulation – Check for severe bleeding

## ➋ 2. Call for Help

- Dial **112** (mobile) or **10177** (ambulance)
- Provide: Location • Number of casualties • Injury type • First aid given

## ➌ 3. CPR (Adult – No Breathing/No Pulse)

- 30 chest compressions (100–120 per minute, 5–6 cm deep)
- 2 rescue breaths (if trained)
- Continue cycles until help arrives
- Use AED if available – follow voice prompts

## ➍ 4. Severe Bleeding

- Apply direct pressure with clean cloth
- Elevate limb if possible
- Use tourniquet only as last resort (note time applied)

## ➎ 5. Choking (Conscious Victim)

- Encourage coughing
- 5 back blows between shoulder blades
- 5 abdominal thrusts (Heimlich manoeuvre)

## 6. Common Injuries

- Burns: Cool with running water 20 mins – cover loosely
- Fractures: Immobilise – apply ice & elevate
- Shock: Lay flat, raise legs 30 cm, keep warm & calm

## First Aid Kit Essentials (Workplace Minimum)

- Plasters & triangular bandages
- Sterile gauze & antiseptic wipes
- Scissors, disposable gloves & CPR mask
- Burn gel, thermal blanket & eye wash

## Need Certified SAQA 12483 Training?

Hands-on Basic First Aid courses in Cape Town, Johannesburg & on-site nationwide

**Website:** [www.swiftskillsacademy.com](http://www.swiftskillsacademy.com)

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