

# First aid at work newsletter

Issue 5 December 2008

## Introduction

This issue of the newsletter for first aid at work training providers updates you on:

- fees for 2009/10;
- implementation of the changes to first aid training;
- the HSE logo;
- access to contact details;
- post approval monitoring (PAM) visits.

## Fees for 2009/10

The new fees to be considered by the HSE Board for the Health and Safety (Fees) Regulations 2009 are:

New approval application	£1512
Post approval monitoring visit	£567
Additional visit (if needed)	£543
Renewal of Certificate of Approval	£106

If agreed by the Minister, the new fees will take effect from 6 April 2009.

## Changes to first aid training

The new training courses will be introduced from 1 October 2009. More details on implementation and the guidance that will be published to support it are available at:  
[www.hse.gov.uk/firstaid/review/jun08implement.htm](http://www.hse.gov.uk/firstaid/review/jun08implement.htm).

A number of commonly asked questions about the changes have been published at: [www.hse.gov.uk/firstaid/review/trainingfaq.htm](http://www.hse.gov.uk/firstaid/review/trainingfaq.htm).

## HSE logo

HSE continues to receive queries and complaints about first aid training organisations that are using the logo, for example on advertising material.

HSE's logo is a registered Trade Mark under the Trade Marks Act 1994. Its misuse constitutes a criminal offence. You should **not** use it on any of your material, including certificates or on a website if you have one.



## Contact details

FAAMS is looking at the possibility of placing the contact details of all FAW training providers on HSE's website. This should be beneficial to employers in enabling them to conduct an online search for approved providers in their region. Currently, this information is made available to employers in hard-copy format. It is crucial that you inform FAAMS of any changes to your details so you can be contacted about your approval if necessary and to ensure employers are given accurate information.



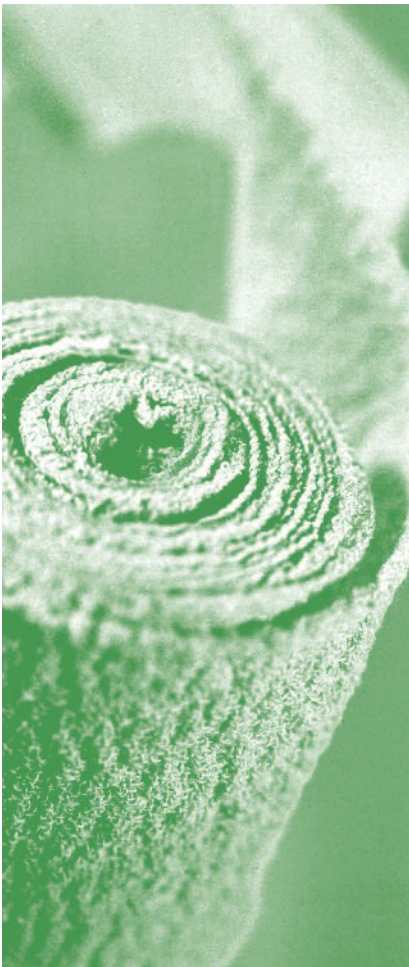
## Post approval monitoring (PAM) visits

Visiting Officers now have questionnaires to use on PAM visits. They require information on the number of FAW training courses conducted each year by your organisation and how many sites you train from. The data will be used by HSE to take appropriate action where necessary. You need to be running a sufficient number of FAW courses so that the PAM visit can be conducted at the time it is due, otherwise the frequency of visits becomes unacceptable. Should you have multiple sites, including third-party sites, you will have additional PAM visits in accordance with the table at:

[www.hse.gov.uk/charging/firstaid/annex-b.htm](http://www.hse.gov.uk/charging/firstaid/annex-b.htm).

If you use third parties for the delivery of FAW training, you will be asked to sign a declaration agreeing to meet conditions which will help safeguard the quality of training. Look at:

[www.hse.gov.uk/firstaid/review/jun08interim.htm](http://www.hse.gov.uk/firstaid/review/jun08interim.htm).



For queries on general aspects of FAW, contact HSE's Infoline  
(Tel: **0845 345 0055** e-mail: [hse.infoline@natbrit.com](mailto:hse.infoline@natbrit.com))

For queries about your own approval or the approval process, contact the FAAMS team  
(Tel: **0151 951 3919** e-mail: [faams@hse.gsi.gov.uk](mailto:faams@hse.gsi.gov.uk))