

KENT SHARED LIVES

Policies & Procedures

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(18) First aid

Kent Shared Lives recognises that Shared Lives hosts, in order to provide individuals placed with them with effective and safe support, will need to have the knowledge, skills and resources to provide emergency first aid. Shared Lives hosts will also need to know the limits of their first aid responsibilities and the individuals/ agencies they will need to contact in order to obtain additional assistance and to provide information.

1. Shared Lives will require Shared Lives hosts to hold and maintain an equipped first aid kit. Shared Lives will ensure that Shared Lives hosts have up-to-date advice on the contents of a properly equipped first aid kit; this can be found in the Shared Lives handbook.
2. Shared Lives will ensure that all hosts access the training/learning materials required to enable them to demonstrate they are competent to undertake basic emergency first aid. New hosts will be supported to complete the relevant social care qualification.
3. Shared Lives will agree with each Shared Lives host the limits of that host's individual responsibility in relation to any accident or sudden illness involving the adult(s) that they support and this will be recorded in the individual's adult care and support plan and/or placement agreement.
4. Shared Lives will ensure that all Shared Lives hosts have current contact information (relevant to the needs of the adult that they support) for primary health care services and other relevant agencies or individuals and that hosts understand how these should be used in the event of sudden illness or accident.
5. Shared Lives will ensure that Shared Lives workers follow their own organisation's guidelines for staff in relation to first aid. The Shared Lives manager will ensure that:
 - There is adequate first aid provision in each office.
 - There is a nominated and approved first aider in each office.