**First aid provision at events - frequently asked questions**

**If the MS Society Group or a member of staff is using a venue which is managed by a competent person whose role is to setup the venue, manage the venue and the emergency arrangements throughout the event an MS Society guidance document can be used and no first aider is needed.**

1. If I am running an event with 25 people or less in an unmanaged venue, do I need a first aider?

No, you will need an internal MS Society Appointed Person

1. What qualifications would the MS Society Appointed Person need?

Each individual acting as an Appointed Person would need to read and complete HSV: 125A– Appointed Person responsibilities

The Group or member of staff; would need to keep copies of these and each person would need to review and resign the document every three years.

1. If I am running an event with over 25 people in an unmanaged venue, do I need a first aider?

Yes with a current first aid qualification.

1. What qualifications would first aiders need?

First aid qualifications include:

* First aid at work (FAW) – three day course, certificate lasts three years with refresher training annually;
* Emergency first aid at work (EFAW) - one day course, certificate lasts three years with refresher training annually;
* Other first-aid training appropriate to the particular circumstances of the workplace e.g. carers will have first aid training specific to their role.

1. Where can we engage first aiders?

The main companies who will provide first aiders for a cost at events are: British Red Cross, St John Ambulance and St Andrew First Aid.

There are also private companies that provide this service

In addition:

* If a carer is being hired for the event, it can be requested that they are a qualified first aider as well – they may well have a role specific qualification but this would be adequate.
* Other current medical professionals (doctors, nurses etc.) often do not provide first aid cover because they do not have insurance. As a last resort if they are willing to provide their services on a voluntary basis, those running the event could contact the insurance broker AJG (details below) and ask if they can be covered for a one off event.

**Joyce Beale -** Senior Account Broker

Charity & Healthcare Division



Direct: 0121 2004935

[Joyce\_Beale@ajg.com](mailto:Joyce_Beale@ajg.com)

[www.ajginternational.com](http://www.ajginternational.com/)