



COURSES 2018

Course	Estimated Duration	Cost per Person		Remarks	Certification
		Scheduled	On Site		
Occupational Health & Safety					
First Aid Level 1	2 days	R875	1 = R3 507 2 = R1 754 3 = R1 169 4 – 9 = R875 10 ≥ less 10%	Theory & practical assessments CPDs - 16 incl. 2 Ethics	Dept. of Labour accredited certificate valid for 3 yrs
First Aid Level 2	3 days	R1 430	1 = R5 720 2 = R2 860 3 = R1 910 4 – 9 = R1 430 10 ≥ less 10%	Theory & practical assessments On site NB: 3 persons required for certain practicals – if not 3 persons on course, organizer/ company to ensure 3 persons available to assist with practicals CPDs - 29 incl. 4 Ethics	Dept. of Labour accredited certificate valid for 3 yrs
First Aid Level 3	5 days	R1 955	1 = R7 820 2 = R3 910 3 = R2 610 4 – 9 = R1 955 10 ≥ less 10%	Theory & practical assessments On site NB: 3 persons required for certain practicals – if not 3 persons on course, organizer/ company to ensure 3 persons available to assist with practicals CPDs - 42 incl. 6 Ethics	Dept. of Labour accredited certificate valid for 3 yrs
First Aid Level 2 Upgrade	2 days	R965	1 = R3 360 2 = R1 930 3 = R1 290 4 – 9 = R965 10 ≥ less 10%	Must have a valid Level 1 First Aid certificate (proof required) Theory & practical assessments On site NB: 3 persons required for certain practicals – if not 3 persons on course, organizer/ company to ensure 3 persons available to assist with practicals. CPDs - 13 incl. 2 Ethics)	Dept. of Labour accredited certificate valid for 3 yrs
First Aid Level 2 & 3 Upgrade	3 days	R1 430	1 = R5 720 2 = R2 860 3 = R1 910 4 – 9 = R1 430 10 ≥ less 10%	Must have a valid Level 1 First Aid certificate (proof required) Theory & practical assessments On site NB: 3 persons required for certain practicals – if not 3 persons on course, organizer/ company to ensure 3 persons available to assist with practicals. CPDs - 26 incl 4 Ethics	Dept. of Labour accredited certificate valid for 3 yrs

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Basic Fire Awareness	4 - 5 hrs	R499	1 = R1 996 2 = R998 3 = R665	No assessments	Attendance certificate valid for 1 yr
Basic HIV/ AIDS Awareness	4 - 5 hrs	NA	4 – 9 = R499 10 ≥ less 10%	No assessments	Attendance certificate
Evacuation Marshal (Incl. Basic Fire Awareness)	1 day	R799	1 = R3 196 2 = R1 598 3 = R1 065 4 – 9 = R799 10 ≥ less 10%	No assessments	Attendance certificate valid for 2 yrs
Health and Safety Representative	1 day	R799	1 = R3 196 2 = R1 598 3 = R1 065 4 – 9 = R799 10 ≥ less 10%	No assessments	Attendance certificate valid for 2 yrs
CPD Accredited Courses (University of Johannesburg)					
Also see First Aid Levels 1 - 3 for CPD Accreditation					
Basic Life Support for Healthcare Providers	4 - 5 hrs	R1 050	1 = R4 200 2 = R2 100 3 = R1 400 4 – 9 = R1050 10 ≥ less 10%	Accredited for 15 CPD points for applicants registered at HPCSA Must be booked and paid at least 3 weeks prior to attending course Theory & practical assessments	American Heart Association BLS for Healthcare Providers® course completion card valid for 2 yrs
Heartsaver® Paediatric or Adult First Aid & CPR/AED	8 - 9 hrs	R1000	1 = R4 000 2 = R2 000 3 = R1 340 4 – 9 = R1000 10 ≥ less 5%	Has to be booked and paid at least 3 weeks prior to attending course Theory & practical assessments	American Heart Association Heart-saver® Paediatric/ Adult First Aid CPR/AED course completion card valid for 2 yrs

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Heartsaver® Adult/ Paediatric First Aid	5 - 6 hrs	R900	1 = R3 600 2 = R1 800 3 = R1 200 4 – 9 = R900 10 ≥ less 5%	Has to be booked and paid at least 3 weeks prior to attending the course Theory & practical assessments	American Heart Association Heart-saver® Adult/ Paeds First Aid course completion card valid for 2 yrs
Heartsaver® CPR/AED	4 - 5 hrs	R900	1 = R3 600 2 = R1 800 3 = R1 200 4 – 9 = R900 10 ≥ less 5%	Has to be booked and paid at least 3 weeks prior to attending the course Theory & practical assessments	American Heart Association Heartsaver® CPR/AED course completion card valid for 2 yrs
Basic Short Courses					
Basic First Aid	2 hrs	R330	1 = R1 320 2 = R660 3 = R440 4 – 9 = R330 10 ≥ less 5%	No assessments	Attendance certificate valid for 2 yrs
Basic CPR & Choking	3.5 hrs				
Basic First Aid and CPR Combination	4.5 - 5 hrs	R450	1 = R1 800 2 = R900 3 = R600 4 – 9 = R450 10 ≥ less 5%		

Course Venues

- Randburg: NG Church, Cnr Dover Street and Vine Ave in Ferndale
- Edenvale: Impact AGS Church, Cnr Price & Karen Rd, Illiondale
- Onsite on request: Dates will be the ones where there were no scheduled courses booked. Please liaise with us for available dates

Terms & Conditions

- Aid At Hand cc is not registered for VAT
- Quotation/ Invoice only valid for 28 days (or as otherwise indicated on the invoice), all communicated training dates will automatically relapse thereafter without further notice
- Total invoice is payable on receipt unless otherwise arranged with management
- No certificates will be issued if course fees has not been paid or cleared (EFT/ cheque deposit) in full
- Training dates will only be confirmed once faxed/ e-mailed proof of payment has been received
- Full refunds minus electronic banking charge will only be given if a confirmed booking is cancelled with at least 5 working days' notice
- If less than 5 working day's notice is given to cancel a course then 50% refund can be requested
- If less than 24 hours (excl. weekend) notice of cancellation is given, no refund will be given
- An administration fee will be charged to postpone/ move the course date if less than 5 working days' notice is given
- Aid At Hand cc reserves the right to postpone or cancel any course where insufficient reservations have been received for a scheduled course, please see final dates at <http://www.aidathand.co.za/course-schedule/>
- Travel charged at R4.00/km from Boksburg & toll gate fees are charged as applicable
- No meals/ refreshments will be provided by Aid At Hand cc unless otherwise specified
- Clients will be required to provide meals and at least three star (as rated by TGCSA) accommodation to facilitators for on site training outside 150km of Boksburg
- All courses will be facilitated in English, therefore Aid At Hand cc does not accept responsibility if course participants who do not read, write or understand English consequently not reach course outcomes
- Any course attendee, who damages/ breaks any equipment, either accidentally or wilfully, will be liable for the repair/ replacement cost of such equipment before certificate will be issued