



REPOSITIONING FIRST AID



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Setting Priorities for FA Policy Repositioning for National Societies

Purpose

The purpose of this document is to assist National Societies in developing their 10-year Implementation Plan for fully implementing the FA Vision. This will assist all National Societies to determine how and what priority to implement based on the specific needs of their community and public authorities with a plan to have all Priorities fully implemented by 2030. Implementing all of the priorities can be overwhelming, but with thoughtful planning and inclusion of partners and stakeholders, every National Society will be successful. While each National Society is implementing the FA Priorities, Workgroups facilitated by the IFRC (secretariat and GFARC) will be developing action plans and other tools to assist in the implementation. These action plans and toolkits will be available on the IFRC (secretariat and GFARC) website and will be continually updated and refined to assist every National Society not only for initial implementation but ongoing refinement and expansion of the adopted priorities. The toolbox will include evaluation tools and surveys that will assist the IFRC (secretariat and GFARC) and the Workgroups in making sure you have the tools you need for successful implementation.

Part of the overall implementation will include frequent ZOOM calls with Regional FA focal points, Workgroup members, and bi-annual in-person conferences so National Societies can share best practices.

Role of National Society Leadership

Each National Society leadership will convene a group of volunteers, staff, and community stakeholders to determine the timeline for Priority implementation. This group should also include fundraisers who may have resources that can determine priorities. For example, a National Society may be thinking about prehospital care as a priority but find out that recent legislation requires First Aid training in the schools, and grant funding for implementation is available. Another example may be that a National Society wanting to start Commercial First Aid must build its infrastructure and instructor base first to implement First Aid Education as a priority. Or perhaps a National Society wants to provide digital technology but must first have the financial means, implementing Commercial First Aid may be the answer.

National Society Leadership should have a Steering Committee for First Aid Priority Implementation in place by January 2023.

Outcomes to be presented via Regional ZOOM meetings in March 2023

Role of FA Coordinator

The FA Coordinator is the subject-matter expert and is identified by each National Society. As such, the First Aid Coordinator should be aware of the needs of the community and what needs to be done internally to ensure the successful implementation of the First Aid Priorities. The First Aid Coordinator is an integral member of the Steering Committee and will help identify stakeholders in the community.

The First Aid Coordinator makes sure progress reports are relayed to the Regional FIRST AID Officer promptly.

Role of Regional First Aid Focal points and IFRC Geneva

The Regional First Aid Officer helps in the facilitation. This could be setting up ZOOM meetings. The Regional First Aid Officer also communicates with the GFARC any needs as communicated by the National Society. The Regional First Aid Officer provides progress reports and updates to GFARC every quarter.

IFRC Geneva team:

- Provide technical support to IFRC field offices
- Support in coordination and collaboration with relevant institutions at global level
- Support in advocacy, positioning and partnership development to support the implementation of first aid education and services
- Assist IFRC field offices in providing capacity building activities to National Societies

IFRC Cluster and Country Health Team

- Provide support in communication and coordination with IFRC regional health team and National Societies
- Provide technical support to National Societies in developing action plans

Role of Workgroups

The workgroups are made up of subject matter experts representing a host of National Societies. The workgroups will be developing the toolkits for every priority. These toolkits will include:

- Action Plans
- Communication resources
- Content Reviews
- Instructional Material
- Other resources as determined
- Goals

Role of IFRC Global First Aid Reference Center

The IFRC Global First Aid Reference Centre is the technical hub for the National Societies to harmonize and oversee international first aid standards. IFRC network has significantly advanced first aid throughout the world. The Role of the Global First Aid Reference Center is to overall manage the technical Work Groups to assure that those resources will ensure that all National Societies are successful in implementing the First Aid Vision. These resources will be continually reviewed and updated based on the recommendation of the Workgroups and the feedback from the National Societies. These resources can be found here :

<https://www.globalfirstaidcentre.org/related-resource/first-aid-vision-implementation/>

Role of the IFRC Health and Care Department

The Health and Care Department will provide operational guidance and support through the First Aid Officer and the Regional First Aid Officers to ensure successful implementation by all National Societies. This also may include some funding; however, it will be important for every National Society to make every attempt to raise the funds necessary for successful implementation.

Timeline

October 2022 – FA Workgroups are reconvened and will begin writing the Action Plan. See attached form here: [First Aid Vision Implementation Archives - Global First Aid platform](#)

December 2022 - January 2023 – Regional FA Officers conduct Regional ZOOM calls to kick off the National Society's First Aid Implementation Committee recruitment process

January 2023 – National Society convenes first meeting

March 2023 – National Society submits 3-year plan to implement the first 3 main priorities

April – July 2023 – Action Plan for at least the 3 main Priorities is submitted

April 2023 - Workgroup members may be assigned to National Societies depending on their First Priority implementation plan based on availability and need.

July 2023 – Regional ZOOM meetings are hosted for each National Society to present their Action Plan

August – February 2024 – Implementation of the First of 3 main Priorities

April – July 2024 – Action Plan for Second Priority is submitted

April 2024 - Workgroup members are assigned to National Societies depending on their Second Priority implementation plan, need, and availability

July 2025 – First Aid Conference is held - Sharing of Best Practices by Priorities, the introduction of metrics

August – February 2026 – Implementation of Second Priority

April – July 2026 – Action Plan for Third Priority is submitted

April 2026 - Workgroup members are assigned to National Societies depending on their Third Priority implementation plan, need, and availability

July 2026 – Regional ZOOM meetings are hosted for each National Society to present their Action Plan

August – February 2027 – Implementation of Third Priority

March – April 2027 – Action Plan for 4-6 Priorities are submitted

April – July 2027 – Action Plan for Fourth Priority is submitted

April 2027 – Workgroup members are assigned to National Societies depending on their Fourth Priority, need and availability

July 2027 – First Aid Conference is held – Sharing of Best Practices by Priorities, the introduction of new metrics

August – February 2028 – Implementation of Fourth Priority

April 2028 - July 2028 – Action Plan for Fifth Priority is submitted

April 2028 – Workgroup members are assigned to National Societies depending on their Fifth Priority, need and availability

August – February 2028 – Implementation of Fifth Priority

April – July 2029 – Action Plan for Sixth Priority is submitted

April 2029 - Workgroup members are assigned to National Societies depending on their Sixth Priority implementation plan, need and availability

July 2029 – First Aid Conference is held – Sharing of Best Practices and Celebrating Successful Implementation, Present new metrics

August – February 2030 – Implementation of Sixth Priority

Jun2 2030 – ZOOM Regional ZOOM meetings to Celebrate

Conducting the first First Aid Implementation Committee meeting

Attached is a short invitation that can be sent via email to your members. The email should include the attachments listed below. Phone calls or personal letters of invitation are excellent ways to communicate and actively engage community partners.

You should schedule at least two hours for the first meeting.

This meeting would be best in person if possible. Make sure that all relevant documents are available including:

- This Implementation Plan
- First Aid Vision and Operational Plan PowerPoint
- First Aid Policy

Here is the suggested agenda for your first meeting:

Identify a chairperson and a Scribe for the meeting.

- Welcome the members
- Review purpose of meeting
- Develop a Group Charter
- Establish rules for constructive discussion:
 - Everyone's opinion is valued
 - Keep in mind the Fundamental Principles
 - Come prepared. A ground rule you should have in place for your team to follow is to come prepared for every meeting. ...
 - Show up on time. ...
 - Be present. ...
 - Start on a positive note. ...
 - Follow the agenda. ...
 - Create an inclusive environment. ...
 - Be solution focused. ...
 - Always assume positive intent.
 - Be respectful of other's opinions

Review the First Aid Vision and Policy. This can be accomplished by using the Vision, Policy, and Operational Framework PowerPoint. Emphasize the need for inclusiveness.

Take time to review each Priority and answer and questions.

Take a straw poll quickly to see what priority is #1. Discuss and take a vote.

Go through this process for the next 5 priorities. Again, this is only a straw poll.

Homework for the group is to research any rules, regulations, funding opportunities, and or stakeholders for the Priorities.

Decide on the time and dates for the next meeting(s). Those meetings can be accomplished via ZOOM.

The agenda for the next meeting is to determine the first three Priorities. Once that is done, then work can begin on the Action Plan for those Priorities. Remember you only need to submit the first 3 Priorities in March 2023.



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Email example for soliciting participants

Dear (first name)

At the (Name of NATIONAL SOCIETY) we are committed to ensuring that by 2030 at least ***one person is trained in first aid in every home, workplace, and school.*** Our Vision is that First Aid is an act of ***humanity*** showing a willingness to help others and save lives ***without any discrimination*** through ***impartiality, neutrality, and independence.*** First Aid as we have come to know it today is built through the ***unity*** of individuals that contribute through ***voluntary service*** reflecting the ***universality*** of need throughout the world.

Based on the above statement, The International Federation of Red Cross Societies has made First Aid a priority program and with your help, we can make sure that one person is trained in first aid in every home, workplace, and school.

We cordially invite you to participate as an active member of our First Aid Steering and Implementation Committee to help us:

Determine in what order do we implement the Six First Aid Priorities in the next ten years. Those Priorities are :

- First Aid Education
- Standards and Qualifications
- Research Evidence and Evaluation
- First Aid in Schools
- Commercial First Aid
- Prehospital Emergency Care and Operations

We will begin by determining what order to implement the above priorities and then develop our goals and action plans for the first three Priorities. We need to submit our Action Plan for the first three priorities in March 2023. So, we plan to have our kickoff meeting on (day) (date) (start time and end time) (address of location). We prefer the first meeting to be in person, but if that is not possible, I will send you the ZOOM meeting information once you confirm your attendance.

We welcome any stakeholders so, if you have a colleague that you feel can contribute to this project, please let me know and I will extend an invitation to them.

Please let me know by (date) if you can attend. Once you confirm your attendance, I will send you additional resources to review.

If you want to know more about the First Aid Guidelines, please go to:

<https://www.globalfirstaidcentre.org/about-the-2020-guidelines/>

Thank you in advance for your support in saving lives in our community. I look forward to hearing from you!

Sincerely,