



# FIRST AID HAND BOOK

---



To learn First Aid and to  
organize First Aid workshop  
at your community / workplace



[contact@vmedo.com](mailto:contact@vmedo.com)



9343 - 180000

## **About VMEDO:**

“Everyone deserves to be in an environment which is safe and sensitive to emergencies.”

We are Vmedo, an online HealthCare platform which is dedicated to provide Knowledge, Tools and Connections required during medical emergencies. We have 3000+ Ambulance connections and 500+ Healthcare and Corporate partners across India. We are honored to say that we have served over 20000 people across all platforms.

We believe that the Basic First Aid knowledge could be the difference between life and death. We want to save Millions of lives by empowering people with proper First Aid Knowledge .We have conducted First-Aid workshops at more than 100 institutions in India and proud to say we have trained more than 5000+ individuals.

This book is intended to be a handbook for people who have gone through a formal first aid training. This will be a guide you can use to refresh your memories and remember the basic first aid techniques that you had learnt in the workshop.

## **Disclaimer:**

The information in the quick guide is as per the OSHA guidelines and skimmed to make it as a quick reference guide. We strictly restrict the usage of this guide for reference and knowledge. It does not certify anyone for practical application, and we're not responsible for wrong practices. We restrict the usage of this guide for reprinting or any commercial usage, including training. This guide book is suitable for a person who has gone through formal first aid training.

If you are not trained in first aid, we recommend getting trained in Basic first aid from your local first aid training provider before using this guide.

You can contact VMEDO first aid training provider call: +91-9343180000, Email: [contact@vmedo.com](mailto:contact@vmedo.com). For more information about the training login to [www.vmedo.com](http://www.vmedo.com)

# **Content**

## **1. Introduction**

- a. What is first aid
- b. Who is first responder
- c. Qualities of first responder
- d. Legal consideration
- e. Emergency response process
- f. List of emergency numbers

## **2. Assessing casualty**

- a. Checking consciousness
- b. Primary survey
- c. Secondary survey
- d. Important vitals

## **3. Unconscious casualty**

- a. Recovery position
- b. Cardio pulmonary resuscitation ( CPR)
- c. Using automated external defibrillator ( AED)

## **4. Medical condition**

- a. First aid for Chocking
- b. First aid for Sudden Cardiac arrest
- c. First aid for Heart attack
- d. First aid for Stroke
- e. First aid for Asthma attack
- f. First aid for Anaphylaxis
- g. First aid for Seizures
- h. First aid for Meningitis
- i. First aid for Dehydration
- j. First aid for Hyperglycemia
- k. First aid for Hypoglycemia
- l. First aid for Fainting

## **5. Injuries**

- a. First aid for minor wounds
- b. First aid for severe bleeding
- c. First aid for Amputation
- d. First aid for Puncture wounds
- e. First aid for Shock
- f. First aid for Fractures
- g. First aid for Minor Burns
- h. First aid for Major burns
- i. First aid for Chemical burns
- j. First aid for Nose bleeding

## **6. Environmental conditions**

- a. First aid for Hypothermia
- b. First aid for Frostbite
- c. First aid for Heatstroke
- d. First aid for Drowning
- e. First aid for Snake bite
- f. First aid for Animal bite
- g. First aid for Insect bite

## **The finest thing a man can do is save a life“**

- Abraham Lincoln.

Not everyone needs to be a doctor to save a life; you can save a life too! By knowing first aid. Basic knowledge in first aid can be a difference between life and death. Your actions during medical emergencies can make a difference. You can refer to this quick guide during medical emergencies to make a decision.

### **What is First aid?**

“First aid is the help extended to the casualty during an emergency before the advanced help arrives, with the items available around you, without risking your life “

### **Who is a First aider?**

Anyone who extends help to a casualty during an emergency is a First aider. You do not necessarily have to be certified as the first aider to perform First aid. However, we still recommend formal first aid training, because wrong practices and lack of proper knowledge can harm the casualty.

### **What are the qualities of a first aider?**

As a first aider, the primary quality should be to take leadership and hold responsibility.

In addition to this you need to stay calm, Think clearly and act quickly.

3P first aider responsibilities

1. Preserve life
2. Prevent damage
3. Promote recovery

### **Legal consideration before performing first aid**

The biggest roadblock for people to assist a casualty is the fear of legal harassment, but not to worry, because now we have “ Good Samaritan law” to help the first aider. The law protects the first aider from police, hospital and other liabilities.

To know more about Indian Good Samaritan law check

[www.vmedo.com/blog/Indian-good-samaritan-law/](http://www.vmedo.com/blog/Indian-good-samaritan-law/)

Although the Good Samaritan law is in place to protect the first aider, we still need to consider taking consent before performing the first aid.

**Expressed consent:** Take consent from the casualty, guardian or people around the casualty, to assist a casualty with the best of your knowledge.

**Implied consent:** when a casualty is unconscious or in a state unable to communicate, and there is no one around. You can take action and assume as implied consent.

**Medication:** you are not supposed to recommend any medicine to casualty, you can only assist him to take medicines that he is already carrying with him.

## **Emergency response process**

1. Assess the situation before you rush to the scene. If seeing is not safe for you don't take the risk, just call for advance help
2. Protect yourself from infection and injuries. If you cannot protect, call for advanced help
3. Assess casualty, check for a response. Perform primary and secondary survey
4. Provide treatment as per the incident. If you are not sure about treatment, then keep on observing casualty until advanced help arrives
5. Reach out for advanced help.



## List of Emergency numbers In India:

Emergency helpline number, Global	112
Ambulance helpline number, India	108/ 102
Police helpline number, India	100
Fire helpline number, India	101
VMEDO ambulance helpline number, India	+91-9343180000 080-67335555

Note: Remember **LINGAP** when you call for help

**Location, Incident history, Name of the casualty, Gender, Age and your phone number**. This will help the Emergency response team to take quick actions and save time during the response.

---

## **Assessing casualty**

---

## Checking consciousness

Use AVPU scale

1. Check for the **Alertness** of a casualty by observing his face for movements
2. Check casualties response to **Voice** by shouting near his ears
3. Check casualties response to **Pain** by pinching his ear lobes
4. Assume **Unconsciousness**, if no response for all the above.

Note: Always assume spinal injuries, when you find an unconscious casualty. Before taking further actions

## Primary survey:

When a person is unconscious you can perform a Primary survey to check his breathing. Perform ABC check.

**Airway:** Check for visual airway obstructions or assume airway obstruction by the tongue

**Breathing:** check for breathing by observing abdomen and chest movements and by feeling the warmth of casualty's breath by placing your cheek near to casualty's face

**Circulation:** Check for circulation by observing casualties carotid pulse.

## Secondary survey

When a person is conscious and away from danger, you can perform a secondary survey to get more details about casualty to extend more help.

**Head to toe examination:** Slowly observe casualty from his head to toe using your hands and look for damages, bleeding, swelling. Also, check his pocket/bag for medical history and medication.

**SAMPLE Check:** Symptoms, Allergies, Medication, Previous medical history, Last meal, and Event history.

## **Important vitals**

These are the important vitals that a First aider should know to monitor a casualty

1. Level of response :

Perform AVPU check

## **Heart rate :**

1. check for heart rate and rhythm compare with standards ( between 60 to 80 for adult, slightly higher in infants and children )

## **Blood pressure :**

1. Check for Blood Pressure using BP apparatus, compare with standards ( AVG: 120/80, slightly higher in infants and children)

## **Breath rate**

1. : Check for Breathe rate and depth of breathing and compare with standards( between 12 to 20 for adults, slightly higher in infants and children )

## **Skin color :**

1. observe for change is skin color in different body parts ( Blue: lack of oxygen, Pale yellow: indicates lack of blood supply )
2. Body Temperature: observe body temperature using a thermometer or by touch. Compare with standards ( Around 37 Degree Celsius in adult )

Keep a note of all the vitals and its variation, hand it over to advanced help.

---

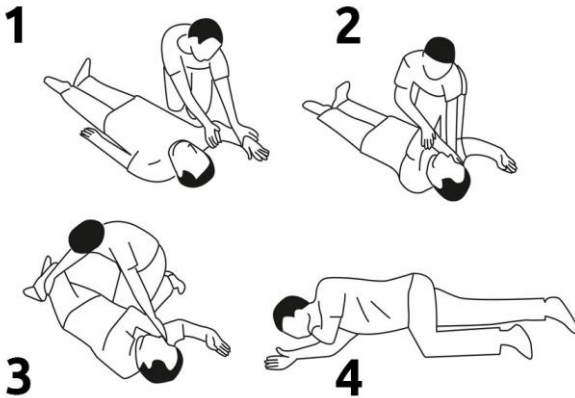
## **Unconscious casualty**

---

## Recovery position

When a person is unconscious but breathing, there is a great chance of airway obstruction due to tongue rolling back. Putting a person to the recovery position can reduce the risk.

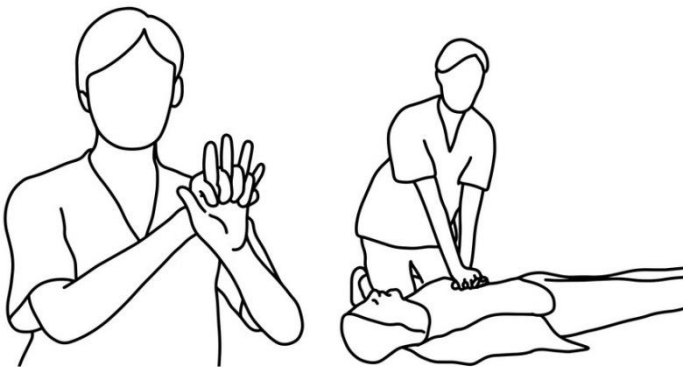
1. Sit on one side of casualty on your knees
2. Place casualty's arm on your side, right angle to his body (parallel to ears)
3. Lay the casualty's other arm across his chest and hold the back of his hand against his cheek, to support his neck
4. Raise casualty's opposite leg holding under the knee
5. Roll the casualty towards you
6. Tilt his head to open airway completely
7. Monitor casualty, if he stops breathing call ambulance and performs CPR



## Cardiopulmonary resuscitation ( CPR)

When a person is unconscious not breathing, Don't assume death. We can still revive a casualty by performing CPR

1. Sit on one side of casualty on your knees
2. With your shoulder and elbow straight, interlock your arms and lean over casualty. Position your arms on casualty's chest ( between the nipple line)
3. Perform 30 compressions on casualty's chest at the rate of 100 to 120 per minute. With pressure achieving compression depth of 2 to 2.5 inches.
4. Open casualties airway using head tilt, chin lift method
5. Provide 2 rescue breath
6. Repeat the CPR with the ratio 30:2
7. Check for consciousness once in every 2 minute
8. Continue CPR until casualty revive or till an advance help arrive or till you lose your strength



### Note:

- CPR ratio is the same for all age groups. Use one hand to achieve compression depth up to 2 inches for children (1 to 10 years). Use two fingers to achieve compression depth up to 1.5 inches for infants (less than 1 year)
- Use AED if available

## Using an automated external defibrillator

AED (Automated external defibrillator) can be used on unconscious casualty along with CPR to achieve better results. AED analyzes the heart rhythm and gives shock in case of fibrillation

1. Sit on one side of casualty on your knees while another person is performing CPR
2. Switch on the AED and connect the pad
3. Apply the pad on Casualty's chest as per the image on the pad( one above the right chest, one below left chest )
4. Let AED analyze the heart rhythm, and follow the prompt.
5. If shock advised, Stay clear from the casualty and press the shock button. Continue performing CPR
6. If shock not advised, let the AED be connected. Continue performing CPR





—

---

## **Medical conditions**

---

## First aid for Choking

Choking occurs when an object obstructs the airway and prevents airflow in and out of the lungs. Lack of oxygen supply due to obstruction can lead to unconsciousness and death. Our priority is to remove the object.

1. Cough it out: Encourage the casualty to cough loud and hard for 5 times
2. Tap it out: perform 5 hardback bows on casualty's back between the shoulder blades
3. Squeeze it out: Perform the abdominal thrust ( Heimlich maneuver)
4. If the object doesn't come out and casualty loses consciousness, call an ambulance and Perform CPR



**Note:** in case of an infant, pregnant women and the obese person you can replace abdominal thrust with chest thrust

## **First aid for Sudden Cardiac arrest**

Cardiac arrest occurs when heart malfunctions and stops beating unexpectedly. A person loses consciousness and collapses.

1. Check for consciousness
2. Call ambulance
3. Perform CPR
4. Apply AED if available



## First aid for Heart attack

A heart attack occurs when blood flow to the heart is blocked. Casualty experiences huge squeezing pain on his chest that may spread to his left arm, neck, jaw, and back. Along with that you can observe profuse sweating, dizziness, shortness of breath.

1. Call ambulance
2. Sit them down and bend knees ( half a sitting position ). Support head, shoulder, and place a pillow
3. Help him take aspirin ( only if he is already recommended), crush the tablet 300mg ( 2 to 3 tab) and place it below the tongue.
4. If he loses consciousness, check for breathing. Call an ambulance and perform CPR



**Note:** If you want to transport casualty on your own, It is recommended to transport in the sitting position.

## **First aid for Stroke**

Stroke occurs when part of the blood supply to the brain is cut off. Stroke needs an immediate hospital admission where treatment for stroke is available. You can identify stroke by doing the FAST test

Face :

1. Ask the casualty to smile, check for uneven face
2. Arm: check for weakness or numbness, ask the casualty to raise his arms and see if any arm drift downwards
3. Speech: ask a question and see if the speech is slurred
4. Time: If a person shows any of these symptoms its time to call an ambulance.

## **First aid for Asthma attack**

An asthma attack is a sudden worsening of asthma due to the tightening of muscles around the airway. Casualty experiences severe wheezing, coughing, and shortness of breathing.

1. Sit the casualty upright and reassure him.
2. Help casualty use inhaler, as recommended by a doctor
3. If the casualty doesn't show improvement, call an ambulance
4. Monitor casualty vitals

## **First aid for Anaphylaxis**

Anaphylaxis is a severe allergic reaction to food, medication or venom. Symptoms include rashes, low pulse, wheezing, shock.

1. Call ambulance
2. If possible, remove the trigger causing the allergy
3. Provide prescribed epinephrine auto-injection
4. If he falls unconscious, perform CPR

## **First aid for Seizures**

The seizure occurs due to sudden electrical activity in the brain, symptoms include violent shaking (convulsion), abnormal breathing, tongue biting, and incontinence.

1. Remove the hazards items around the casualty to avoid injuries
2. Don't restrict movements , don't place anything in casualty's mouth or hand
3. Once the convulsion is stopped, put casualty into recovery position
4. Call ambulance

## **First aid for Meningitis**

Meningitis occurs when the infection spreads to the bloodstream and affects the brain and spinal cord. Symptoms include fever, neck stiffness, photophobia, reduced level of consciousness and seizures

1. Call ambulance
2. Reassure casualty and monitor vitals
3. If he falls unconscious put him into the recovery position
4. If he stops breathing, perform CPR

## **First aid for Hyperglycemia**

Hyperglycemia is caused due to an increased blood sugar level. Symptoms include excessive thirst, frequent urination, and reduced level of consciousness.

1. Reassure casualty, monitor his vitals and assist him to check his sugar level
2. If he falls unconscious, put him into the recovery position
3. Call ambulance
4. Don't attempt to administer insulin unless you are trained to do so.

## **First aid for Hypoglycemia:**

Hypoglycemia is caused due to reduced blood sugar levels. Symptoms include excessive sweating, dizziness, fainting, and seizures.

1. If a casualty is conscious, Give him sugar (Glucose tablet or sugar drink )
2. Reassure casualty, monitor his vitals and assist him to check his sugar level
3. If there are no improvements, call ambulance

## **First aid for Dehydration**

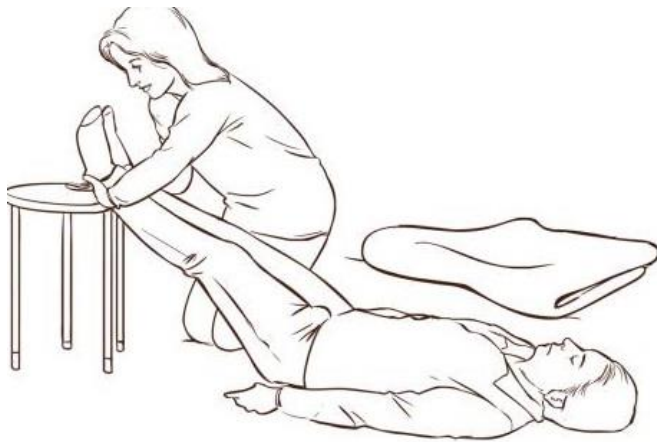
Dehydration occurs when the body loses more fluid than is replaced. Symptoms include lack of energy, dry lips and mouth, dark-colored urine and cold skin

1. Encourage the casualty to drink water in small amount often
2. Assist him to take Oral rehydration solution to replace lost salt and sugar
3. If no improvements, call an ambulance

## **First aid for Fainting**

Fainting usually results from the lack of oxygen supply to the brain due to various medical conditions.

1. Loosen tight clothing
2. Provide fresh air
3. Make casualty lie on their back and raise legs
4. Monitor vitals and treat injuries if any
5. If the casualty doesn't show improvement, call an ambulance





---

## **Injuries**

---

## **First aid for minor wounds:**

Minor wounds occur when there is cut or grazes on the skin. Symptoms include pain, swelling and the red area around the wound.

1. Stop the bleeding by applying direct pressure on the wound using a clean cloth ( use gloves for protection )
2. Elevate the wound above the heart level
3. Once the bleeding has stopped, clean the wound with running water or antiseptic wipes
4. Apply an antibiotic ointment, cover the wound with a sterile dressing and apply a bandage if required
5. Seek medical advice if there is a risk of infection.



## **First aid for severe bleeding**

Severe bleeding is caused due to damage to arteries or veins. Symptoms include significant loss of blood, pain, and shock

1. Call ambulance
2. Apply direct pressure over the bleeding point using a clean cloth or sterile dressing( use gloves for protection )
3. If the wound is on a limb, elevate the limb above the heart level
4. If direct pressure doesn't stop the bleeding, apply indirect pressure by using tourniquet 3 inches above the wound.
5. Reassure and monitor the casualty. Check for development of shock



## **First aid for Amputation**

Amputation refers to the separation of a limb or part of a limb from the human body due to injury. Symptoms include significant loss of blood, pain, and shock

1. Call ambulance
2. Apply direct pressure over the bleeding point using sterile dressing.
3. Elevate the limb above the heart level
4. Apply indirect pressure by using tourniquet 3 inch above the amputated part
5. Wrap the amputated part in sterile dressing or a clean plastic bag, place the bag in cold container if available

## **First aid for Puncture wounds**

Puncture wounds occur when a sharp object pierces the skin. Symptoms include pain, swelling around the puncture and bleeding.

1. If the object is embedded in the wound don't remove, apply padding around the wound
2. Apply direct pressure around the wound to stop bleeding
3. If bleeding doesn't stop, apply indirect pressure using a tourniquet
4. Seek medical help, to avoid infection

## **First aid for Shock**

Shock occurs when our body tissues do not receive an adequate supply of oxygen, caused due to severe bleeding, burns, and allergies. Symptoms include pale, cold or clammy skin, increased pulse and respiratory rate, reduced pulse rate, vomiting and reduced level of consciousness

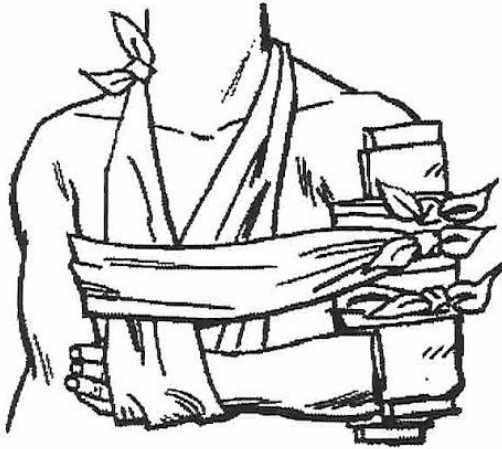
1. Call ambulance
2. Find and treat the cause of shock ( bleeding, burns, allergy )
3. Lay the casualty down and elevate the legs six to twelve inches
4. Keep the casualty warm
5. Reassure and monitor the casualty



## **First aid for Fractures**

A fracture occurs due to a broken bone. Symptoms include pain, swelling, and irregularities.

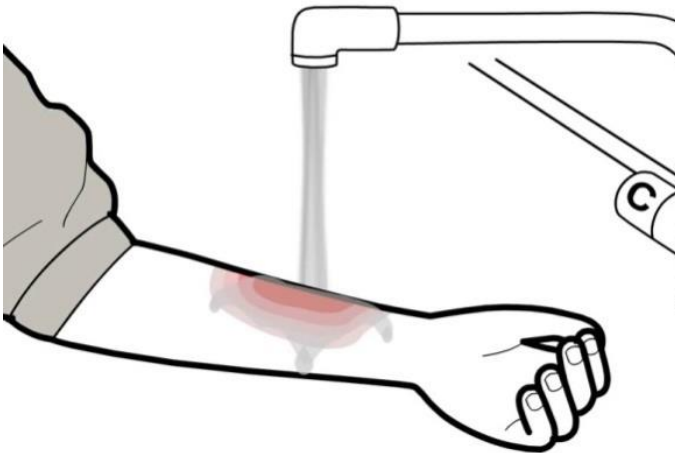
1. Call an ambulance in case of serious injuries
2. support fractured part with a splint
3. Apply sling to reduce movements, incase of dislocation
4. Stop the bleeding and cover the wound with sterile dressing in case of open fracture
5. Reassure and monitor the casualty



## First aid for Minor Burns

Minor Burn occurs when the top layer of the skin is burnt and the burn area is small. Symptoms include pain, swelling, blisters and peeling skin

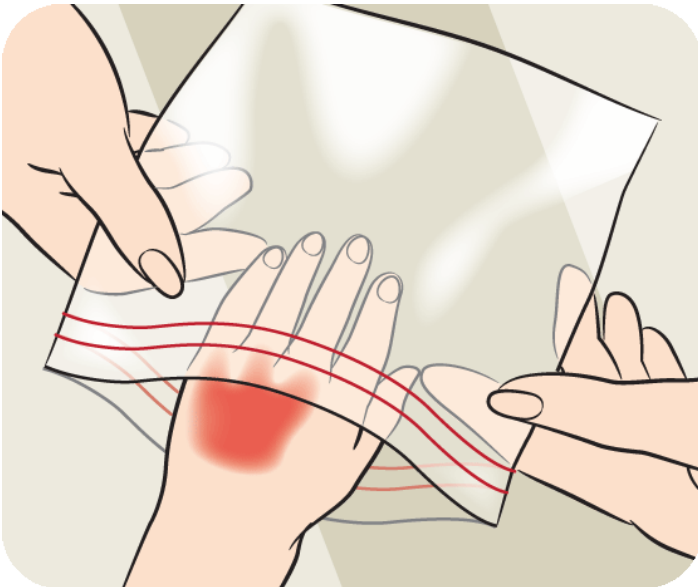
1. Keep the burnt part under running water for a minimum of 10 minutes
2. Don't bust the blister
3. If the blister is damaged, clean the wound and apply anti-microbial ointment
4. Cover the wound with non-adhesive burn dressing
5. In case of infection risk, seek advanced medical help



## **First aid for Major burns**

Major burn occurs when a different layer of skin is burnt and the burn area is large. Symptoms include pain, swelling, reduced level of consciousness and shock

1. Call ambulance
2. Cool the burnt part with running water
3. Cover the wound loosely with non-adhesive burn dressing or clean plastic
4. Keep the person warm to avoid hypothermia
5. Reassure and monitor casualty. Check for development of shock





## **First aid for chemical burns**

Chemical burns occur when a strong chemical burns the skin and underlying tissues. Symptoms include pain, swelling, reduced level of consciousness and shock

1. Call ambulance
2. Be cautious about hazardous fumes, avoid contact with the chemical at any point
3. Cool the burnt part with running water
4. Identify the substance and hand over the information to EMS

## **First aid for Nose bleeding**

Nose bleeding occurs due to bleeding from blood vessels in the nose. Caused due to minor injuries or drying of the nasal membrane

1. Lean the casualty forward
2. Pinch the soft part of the nose for at least 10 minutes, breath from mouth
3. Reapply the pressure for 10 more minutes if bleed doesn't stop
4. If bleeding doesn't stop after 20 minutes, seek medical advice



## **Soft tissue injuries**

Muscle strain and a sprain occurs due to abnormal stretching or tearing of muscle or tendon. Symptoms include pain, swelling and bruising.

1. Rest: Rest the injured part to restrict movements
2. Ice : Apply cold pack for 10 to 20 minutes for 3 to 4 times
3. Compress : Compress the injured part by an elastic bandage for min 48 hours
4. Elevate: Elevate the injured part above the heart level
5. In case of serious injury or if the pain doesn't come down after 48 hours, seek medical advice

---

## **Environmental Conditions**

---

## **First aid for Hypothermia**

Hypothermia occurs when the body temperature drops to a dangerously low level. The symptoms include shivering, reduction in the level of consciousness, rigid muscle.

1. Remove the wet clothes, and move the casualty to dry/warm place
2. Cover the casualty with a blanket to keep him warm. Keep hot-pack under armpits and groin
3. If he is conscious, give him warm water with sugar
4. If he falls unconscious, put him into the recovery position
5. If breathing stops, call an ambulance and perform CPR

## **First aid for Frostbite**

Frostbite occurs when the skin and underlying tissue freezes due to cold. Symptoms include numbness, swelling and skin turns blue

1. Remove the exposure of skin to coldness
2. Keep the affected part in warm water ( 37 to 39 degrees Celsius ), continue re-warming.
3. Reassure and monitor the casualty. Check for development of hypothermia
4. In the case of deep frostbite, seek advanced help

## **First aid for Heatstroke**

Heatstroke occurs when body temperature becomes too high and the body becomes unable to regulate temperature. Symptoms include extreme thirst, hot and dry skin, body temperature above 41 degrees Celsius, increase pulse rate and respiratory rate, reduced level of consciousness.

1. Remove the excessive outer cloth, and move the casualty to cool place
2. Cool the casualty using cold water. Keep cold-pack under armpits and groin
3. If conscious, give him cold water to drink
4. If falls unconscious, put him into the recovery position
5. If breathing stops, call an ambulance and perform CPR

## **First aid for Drowning**

Drowning is a process of experiencing respiratory impairment from immersion in liquid. Symptoms include respiratory distress, shallow breathing, poor level of consciousness, blue skin and hypothermia.

1. Call ambulance/ lifeguard if available or try to bring casualty out of the water yourself using rope /lifeguard
2. Reassure and monitor casualty, check for the development of hypothermia
3. Remove the wet cloth and cover him using a blanket to keep him warm.
4. If fully conscious, give him warm water with sugar
5. If casualty loses consciousness, put him into the recovery position

If casualty loses breath, perform CPR

## **First aid for an Animal bite**

Bite from animals can be dangerous and can lead to infection. Symptoms include pain, swelling, wound, the red area around the wound, dizziness, reduced level of consciousness.

1. Wash the wound with running water and apply a sterile bandage
2. Reassure and monitor the casualty
3. Seek medical advice to avoid the risk of infection

## **First aid for an Insect bite**

Bite from insects can lead to infection. Symptoms include pain, swelling, the red area around the wound, blurred vision, dizziness, reduced level of consciousness

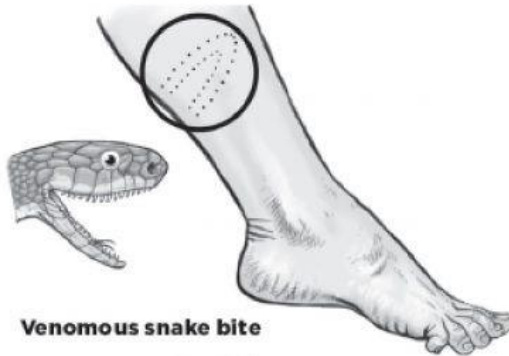
1. Wash the wound with running water and apply a sterile bandage
2. Reassure and monitor the casualty
3. Seek medical advice to avoid the risk of infection

## First aid for Snakebite

Only a bite from a venomous snake is dangerous. Symptoms include pain, numbness, swelling around the bite, dizziness, blurred vision, poor level of consciousness.

1. Call ambulance
2. Reassure casualty, monitor vitals and try to keep him calm
3. Wash the bite with running water, apply a sterile bandage
4. Apply tourniquet loosely above the bite
5. If possible, make a note on the description of the snake
6. If he falls unconscious not breathing, perform CPR

**Nonvenomous snake bite**

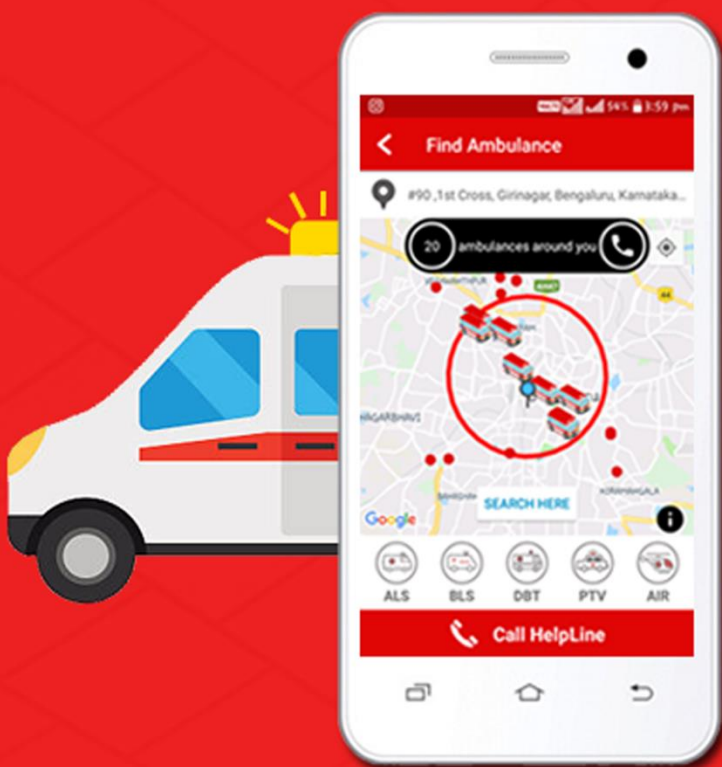


**Venomous snake bite**



When Every Second Counts

# Book An Ambulance In a Click



**9343-180000**



GET IT ON  
**Google Play**

Download VMEDO App on playstore | [www.vmedo.com](http://www.vmedo.com)



Download **VMEDO APP** from Google Playstore



Call **9343-180000** for Booking and enquiry



Mail **contact@vmedo.com** for Business Enquiry



Visit **vmedo.com** for more Information



Laxmi complex, 3rd Floor, JP Nagar, 6th Phase, Bangalore-560078