**Ms V’s Top to Toe First Aid Examination**

**1. HEAD AND FACE**

First, make sure the nose and mouth are clear and the casualty is breathing normally. Carefully look at the face, scalp, ears, eyes, nose and mouth for bleeding, bumps, swelling or depression. Remove spectacles. Examine eyes for unequal pupils (PERAL— Pupils Equal to Reaction And Light). Look for any fluid drainage from ears and nose. Smell the casualty’s breath for alcohol or unusual odour. Note the colour, temperature and state of the skin and lips.

**2. NECK**

Loosen clothing around the neck and look for any medical advice medallions. Look at the head, neck and cervical spine for any obvious injuries or swelling. Gently feel the cervical spine for deformity or tenderness. Ask a responsive casualty if they feel any pain or tenderness.

**3. CHEST AND SHOULDERS**

Look for any signs of injury. Gently press on the ribs to determine if there is any tenderness. Do not press on any bruises or breaks in the skin. Look for the normal rise and fall of the chest with the breathing process. Gently feel along the collarbones and the shoulders for any deformity, irregularity or tenderness.

**4. SPINE**

Check as much of the spine as possible. Do not move the casualty. Check for any tenderness, deformity and loss of sensation.

**5. PELVIS**

Feel both sides of the hips and gently rock the pelvis looking for signs of fracture or deformity.

**6. ABDOMEN**

Look first for any obvious signs of injury including swelling and bruising. Ask if there is any pain or tenderness as you press over the abdomen and note any rigidity as this may indicate internal bleeding.

**7. EXTREMITIES**

Begin at the thigh and work down to the foot. Look for bruising, swelling, obvious deformities and bleeding. Feel along the calves and shins for tenderness and pain. Immobilise any leg injuries. Check pockets and remove any sharp objects. If possible get a witness and make sure that any items removed stay with the casualty.

**8. ARMS**

Look for bruising, swelling, obvious deformities and bleeding. Feel along the arms for tenderness and pain.

A head to toe survey should be thorough, complete and carried out on all casualties when you suspect injury or when you are unsure of the circumstances leading to the incident

(sourced: <http://www.safe2care-training.com/top-articles/head-to-toe-survey> May 2013)