

SPECIFIC EMERGENCY PROCEDURES

MEDICAL AND FIRST AID

CALL THE CAMPUS POLICE OFFICE IF YOU NEED ASSISTANCE

Campus Health Center – ext. 5291

Campus Police – ext. 5171

Emergency Medical Service (EMS) – 9-911

1. *If serious injury or illness occurs on campus, dial ext. 5171 IMMEDIATELY. Give your name , describe the nature and severity of the medical problem and the campus location of the victim.
2. **In case of injury or illness, provide first aid care. Use ONLY sterile first aid materials.
3. In case of injury or illness, Red Cross trained personnel should quickly perform the following steps:

DO NOT MOVE THE VICTIM.

- a. Keep the victim still and comfortable.
 - b. Ask the victim, “Are you okay?” and “What is wrong?”
 - c. Check breathing and give artificial respiration, if necessary.
 - d. Control serious bleeding by direct pressure on the wound.
 - e. Continue to assist the victim until help arrives.
 - f. Look for emergency medical I.D.; question witness(es); and give all information to the paramedics.
4. Every office should have a person trained in first aid and CPR. Training is available through the local Red Cross.

IMPORTANT: After any evacuation, report to your designated campus area assembly point. Stay there until an accurate head count is taken. The Senior Building Emergency Coordinator will take attendance and assist in the accounting for all building occupants.

* The procedures above should be implemented after calling 911 for EMS to handle. Campus Police will advise as to what approach should be taken until the EMS arrives.

* * Only Red Cross trained personnel should provide first aid treatment , i.e., first aid and CPR