

# Medical Emergency

When on scene of an incident requiring medical attention:

1. Remain calm and assess the situation
  - the cause of the medical problem (accident, fall, fire, explosion, etc.)
  - the scope of the medical problem (single or multiple victim, mass casualties)
  - the proximity/immediate danger of the medical emergency (fire or chemical spill nearby)
  - the type of medical problem the victim(s) has sustained (bleeding, broken bones)
  - determine the level of seriousness of the injury (Less Serious, Moderately Serious, Critical/Life Threatening Situation)
2. Obtain permission from the victim, if possible
3. Immediately administer first aid, watching for signs of shock (fainting, pale, shallow breathing)
  - stop the bleeding, if required
  - perform CPR, if trained and required
  - administer the Automatic External Defibrillator (AED), if required
4. Do not, unless absolutely necessary, leave the victim, as the status of the medical situation can suddenly change. Other staff or bystanders can be utilized if needed to get a first aid kit, meet an ambulance, control the crowd, assist in first aid, etc.
5. Contact or have someone contact extension 911 on any university phone or 911 on a cell phone and state
  - exact location at the medical emergency
  - the number of victims and level of seriousness of the injury to the victim(s)
  - cause and scope of the medical problem
  - if required, request the attendance of
    - Emergency Medical Services
    - Fire Services
    - Campus/City Police
6. Only move items/alter conditions to prevent further injury or reduce the threat to life, if possible
7. Reassure the victim and inform them that help is on the way
8. Consult with other persons on scene who may have information relating to the incident
9. Obtain descriptions of suspects and vehicles and notify extension 911 or 911
10. If evacuation is required
  - calmly advise the victim that you are moving them
  - request assistance from others
  - stop or reduce bleeding
  - attempt to immobilize the victim as much as possible using a flat surface (e.g. door)
  - notify extension 911 or 911 that you are moving, and your intended route
  - upon exiting, seek immediate medical care for the victim
  - report to university officials/emergency responders other trapped or injured persons

## Epidemic/Contagious Condition

When an epidemic or contagious condition exists:

1. Practice prevention (flu shot, wash hands often, cover coughs, follow health advisories)
2. Follow all directions from university/health professionals regarding medical emergency plans
3. When feeling unwell, immediately seek medical attention
4. If diagnosed with a contagious condition, follow all directions/orders from medical personnel

If quarantined, follow all instructions and do not breach quarantine