

Appendix L

**MEDICAL EMERGENCY**

To report a Campus Emergency, contact:

	<u>Calling from on campus</u>	<u>Calling from off-campus/cell</u>
CCU Public Safety (PS)	Ext. 2911	(843)349-2911
When PS cannot be reached	Ext. 9-911	911

Also, know the locations of the Emergency Call Boxes and use them in the event of an emergency.

- Step 1: If serious injury or illness occurs on campus, immediately call Public Safety. Give your name; describe the nature and severity of the medical problem and the campus location of the victim. Do not hang up until told to do so.
- Step 2: In case of minor injury or illness, provide first aid care. **NOTE: Only trained individuals should provide first aid treatment (i.e.: First Aid, CPR)** Use only sterile first aid materials.
- Step 3: In the case of serious injury or illness, properly trained personnel should quickly perform the following steps:
- a. Keep the victim still and comfortable. DO NOT MOVE THE VICTIM.
  - 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 wound.
  - e. Continue to assist the victim until help arrives.
  - f. Look for emergency medical ID, question witness(es) and give all information to the paramedics.
- Step 4: Departments may have a person trained in first aid and/or CPR. Training is available through the University Public Safety Department and the University Physical Education Department.