



COMMUNITY RESPONSE TO MEDICAL EMERGENCIES:

**For any on-campus emergency, dial x456 from an on campus phone or
From a cell phone dial 508-494-9010.**

A medical emergency can occur anywhere on campus. The reaction of the victim or those around her/him can ensure quick arrival of trained emergency personnel.

What to do if someone is injured or becomes ill:

Be Prepared

In a medical emergency, activate the emergency medical services (EMS) system by calling the Anna Maria College Department of Public Safety...on campus phone, dial ext. 456...cell phones, dial 508-494-9010

Quick List:

- Stay Calm.
- Dial x456 from a campus phone (508-494-9010 from a cell phone) and explain the type of emergency, the location of the victim and the condition of the victim. Let the dispatcher know of any safety hazards - chemical spill, fire, fumes, etc.
- Be sure to tell the officer if the person is unconscious, not breathing, is bleeding profusely or has chest pain. These all cause the officer to summon an ambulance immediately.
- Do not hang up unless told to do so by the officer.
- Do not move the victim unless there is danger of further injury if s/he is not moved.
- Do not give victim anything to eat or drink.
- Department of Public Safety Officers are trained as Massachusetts First Responders. All officers receive annual re-certification in CPR, First Aid and use of the department's Automatic External Defibrillators.

Think about taking a first aid and CPR course. Contact the American Heart Association or your local chapter of the American Red Cross for information on CPR and first aid training in your community.

SPECIFIC INCIDENTS:

- **Body Substance Isolation**

It is recognized that some infections may be carried and transmitted in a person's body substances, including blood, saliva, urine, feces and tears. While intact skin is a generally effective barrier against outside contagions, it is recommended that any provider, lay or professional, avoid direct contact with the body substances of another person. Keep in mind that you can be exposed by touching, splashing, spraying (i.e. a sneeze or cough or vomiting), and that exposure may occur by skin contact or contamination in the eyes, mouth or nose. Body Substance Isolation refers to the practice of wearing or using barriers such as medical gloves or a CPR mouth-to-mouth barrier device.

- **Positioning the Victim:**

It is best to allow only trained rescuers to move a victim. Especially important: A victim that may have a spinal injury could be paralyzed if moved improperly. There are, however, a few notable exceptions:

1. If there is immediate peril to you and the victim, it may be necessary to relocate the victim to a safer place.
2. If you need to perform CPR it may be necessary to roll the victim onto their back.

- **Breathing Difficulties:**

Difficulty breathing may be caused by a number of medical problems, including asthma or allergic reaction. This is a serious emergency and requires the immediate activation of EMS.

1. Call Anna Maria College Public Safety at 508-494-9010 to activate EMS
2. You may be able to assist the victim under the following conditions:
 - a. The victim states he/she is having an asthma attack and has medication or an inhaler.
 - b. The medication is prescribed to the victim.
 - c. The victim identifies his/her medication but is unable to administer it without assistance.
3. Allow the victim to sit upright or in the position that is most comfortable.

- **Allergic Reaction (Anaphylaxis):**

A victim of an allergic reaction may experience swelling (especially of the face), breathing difficulty, shock and even death. The victim may have a history of allergic reactions and may

carry an epinephrine auto-injector (also known as an EpiPen™) or the allergic reaction could be the victim's first.

1. Call Anna Maria College Public Safety at 508-494-9010 to activate EMS.
2. You may be able to assist a victim who has an epinephrine auto-injector under the following conditions:
 - a. The medication is prescribed to the victim.
 - b. The victim identifies his/her medication but is unable to administer it without assistance.
3. Allow the victim to sit upright, or in the position that is most comfortable.

- **Seizures (Convulsions):**

The objectives during a seizure are to prevent further injury and to help maintain an open airway. Most seizures will stop on their own after a few seconds.

1. Call Anna Maria Public Safety at 508-494-9010 to activate EMS.
2. Do not restrain the victim during the seizure. Move furniture away or place soft objects (pillow, clothing) to protect the head.
3. Do not place anything in the victim's mouth. Tongue biting, which may be typical of a seizure, occurs at the beginning. Placing something in the victim's mouth is futile to prevent tongue injury, and may cause the victim to choke.
4. After a seizure the victim may be unconscious, confused or lethargic. Place the victim on their side to allow oral secretions to drain out, and reassure the victim.

- **Heart Attack:**

A heart attack is normally characterized as severe chest pain, but may be indicated by a number of other, more subtle signs. Heart attacks affect men and women. Learn to recognize the signs, and activate EMS immediately if you suspect someone may be suffering from a heart attack.

1. Chest discomfort. Most heart attacks involve discomfort in the center of the chest that lasts more than a few minutes, or that goes away and comes back. It can feel like uncomfortable pressure, squeezing, fullness or pain.
2. Discomfort in other areas of the upper body. Symptoms can include pain or discomfort in one or both arms, the back, neck, jaw or stomach.
3. Shortness of breath with or without chest discomfort.
4. Other signs may include breaking out in a cold sweat, nausea or lightheadedness.

As with men, women's most common heart attack symptom is chest pain or discomfort. But women are somewhat more likely than men to experience some of the other common symptoms, particularly shortness of breath, nausea/vomiting, and back or jaw pain.

Take action:

1. Call Anna Maria Public Safety at 508-494-9010 to activate EMS.

2. Allow the victim to sit up, or in the position that is most comfortable.
3. Reassure the victim that help is on the way.
4. Monitor the victim and perform CPR if the victim becomes unconscious.

- **Stroke:**

A stroke is a blood clot or bleeding in the brain and is a serious medical emergency. Learn to recognize the signs of a stroke, and contact Public Safety/EMS immediately if you believe someone may be suffering from a stroke.

1. Time is critical - call Anna Maria College Public Safety at 508-494-9010 to activate EMS.
2. Facial weakness - can the person smile? Is there drooping of the mouth or one or both eyes?
3. Arm weakness - can the person raise both arms?
4. Speech problems - can the person speak clearly and understand what you say?
5. Remember

F – FACE

A- ARMS

S – SPEECH

T - TIME

Injuries:

All injuries sustained either in the classroom or in the workplace require that an incident report be completed by the Anna Maria College Department of Public Safety.

- **Bleeding**

Control of bleeding is one of the few first aid actions by which you can critically affect outcome.

1. Call Anna Maria Public Safety at 508-494-9010 to activate EMS.
2. Control bleeding by applying direct pressure over the bleeding area until bleeding stops or EMS rescuers arrive.
3. Avoid contact with another person's blood by using medical gloves.
4. Apply pressure firmly and for a long time.

It is best to apply manual pressure on a gauze bandage or other piece of cloth placed over the bleeding source. If bleeding continues, do not remove the gauze; add more gauze on top and continue to apply pressure.

- **Cuts and Scrapes:**

Clean the wound with clean, running tap water for at least 5 minutes. Application of an antibiotic ointment after cleaning has been shown to help wounds heal better. Call for Anna Maria College Public Safety or seek medical attention if necessary.

- **Burns:**

1. Burns Caused by Heat-

Immediately cool the burn in cold, running water and continue at least until pain is relieved. Do not use ice, as this may freeze skin and cause more damage. Do not pop burn blisters. Call for Anna Maria College Public Safety or seek medical attention if necessary. Always call Public Safety for burns of a large area, or for burns affecting the face, hands or genitals.

2. Burns Caused by Electricity-

Electrical burns are usually internal, and only a small outside burn may mask a large area of damage inside the victim.

- Call Anna Maria College Public Safety at 508-494-9010 to activate EMS.
- Consider your own safety first! Do not approach or touch the victim until the power has been turned off.
- Once the power is off, assess the victim to determine if CPR is needed.

3. Burns Caused by Chemicals-

- Call Anna Maria College Public Safety at 508-494-9010 to activate EMS.
- Brush powdered chemicals off the skin with a gloved hand or piece of cloth.
- Remove contaminated clothing, being careful not to contaminate yourself in the process.
- In the case of acid or alkali exposure (low pH or high pH) to the skin or eye, immediately irrigate with water, and continue to irrigate until EMS arrives.
- It is also helpful to provide Public Safety/responding EMS with a copy of the [Material Safety Data Sheet \(MSDS\)](#) for the chemical involved.

- **Sprains, Strains, Bruises and Broken Bones:**

1. Call Anna Maria College Public Safety at 508-494-9010 to activate EMS.
2. Do not attempt to move or reposition a victim with a serious muscular, bone or joint injury.
3. Apply ice to the injured area, being sure to place a thin towel or other cloth between the ice and the skin to prevent freezing of skin. Apply ice for 20 minutes at a time, to prevent skin from becoming too cold.
4. If the injury includes open skin, cover the wound with a dressing. Do not attempt to push protruding bones or tissue back into the skin.

- **Dental Injuries:**

Dental injuries include chipped teeth or a tooth that is knocked out.

1. Seek medical attention at a dentist or emergency room, or contact Public Safety.
2. Handle knocked-out teeth by the part of the tooth that touches chewed food. Avoid touching the root, or the part of the tooth that's normally embedded in the gums.
3. A knocked-out tooth could be a choking hazard.
4. Clean wounds inside the mouth with water. Avoid swallowing blood.
5. Stop bleeding by applying pressure with a piece of clean cotton for at least 5 minutes.
6. Do not scrub knocked-out teeth. Rinse it in water, then place it in milk. Bring the tooth with you to the emergency room or dentist.