

Company Name: \_\_\_\_\_ Dept: \_\_\_\_\_ Location: \_\_\_\_\_ Date: \_\_\_\_\_

#016

## WHAT TO DO IN AN EMERGENCY

The goals of first aid are to help the injured or sick person recover; prevent the injury or illness getting worse; provide reassurance; organize help; make the person as comfortable as possible.

For minor injuries, first aid may be all that is needed. More serious injuries may need medical attention & further treatment. Sometimes first aid is needed to deal with life-threatening injuries that may even involve resuscitating someone whose breathing has stopped. Correct & rapid assessment of what should be done is therefore crucial & often a matter of common sense applied under very difficult circumstances.

If you have to deal with a life-threatening emergency & you have other able bodied individuals around, send them to get help or have them phone for help immediately. If you are on your own & properly trained, follow these steps before arranging for professional help:

- ✓ Breathing- if choking, clear airway. If breathing has stopped, death can result within 6 mins., carry out resuscitation. If breathing has stopped, there is no rise and fall movement of the chest or abdomen, the face becomes a bluish gray color and there is no exhaled breath. Continue to give artificial respiration about 14-16 times per minute. If breathing is still absent, check heartbeat, if heartbeat has stopped, do CPR if you have been trained to do it.
- ✓ Control severe bleeding. Deal with severe burns & guard against shock. **Drowning:** speed in starting artificial respiration is essential. **Electric Shock:** turn off current or *safely* separate the victim from the source of the current (with a dry, non-conducting object). **Heatstroke:** move the victim to the coolest place possible & wrap them in a cold wet sheet. **Snakebites:** attempt to describe the snake's appearance, there are 4 major kinds of poisonous snakes in North America: rattlesnake, copperhead, cottonmouth & coral snake. **Poisoning:** try to contact a Poison Control Center & for exposure to chemicals, try to locate the applicable Material Safety Data Sheet (MSDS) to help the physician.

*The procedures described above are all for life threatening situations, they need medical help immediately. You should be prepared & appropriately trained in CPR & First Aid. Emergency telephone numbers should always be available & nearby.*

Meeting Conducted By:

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Print Name

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Signature

Meeting Attended By:

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Notes & Suggestions

Document Filing Reference