Campus Rec Injury Protocol

Assessing the accident/injury

Is the injury/illness a medical emergency? (Call 911?)

- **NO**
  - Provide appropriate care to the participant.

- **YES**
  - Call 911, then provide appropriate care.
    - After EMS has taken over, contact your program supervisor.
    - Transport in Ambulance.

Give Non-Emergent Card

- **NO**
  - Accident Reports must be submitted to Program Supervisor as soon as possible.

- **YES**
Campus Rec Injury Procedure

Assessing the Accident/Injury
- Survey the scene (is it safe to help out?)
- How many victims are there? How severe are they? In what order should they be helped?
- Can bystanders help out? Determine what happened?
- Determine what course of action is necessary?

When to Activate EMS – 911? (Is the injury / illness a medical emergency)
- ERR ON THE SIDE OF CAUTION!!! (when in doubt, call 911)
- Remind victim that they will not be charged unless they are transported in ambulance

It is a medical emergency if the victim has suffered any of the following:
- Victim loses unconsciousness at any point
- Chest pain or pressure or trouble breathing
- Bleeding severely or the bleeding cannot be controlled
- Vomiting – w/ suspected concussion or dehydration
- Seizures, severe headache, or slurred speech
- Appears to have been poisoned or having allergic reaction
- Disorientation and confusion
- Head, neck, or back injury ***DO NOT MOVE THE PERSON***
- Broken bone or dislocated joint
- Person requests medical assistance
- Follow outdoor guidelines if in a wilderness setting

Activating EMS (Calling 911):
- State your name and phone number
- State the activity that is taking place and its location
- State the type of injury that has occurred and the number of victims
- State the first aid that has been administered thus far
- Explain where the ambulance should enter the building and where they will be met by the designated person
- Do not hang up the phone until they have hung up first! If no Cell phone service protocol, from OA manual

Providing Care
- Address the most serious injury first (i.e: the unconscious victim over the victim with a bloody nose)
- If the person is conscious, make sure to identify yourself and your certifications and get permission to help before assisting victim
- If the victim is unconscious, assume that is alright to help them
- Administer first aid/cpr to the level you are certified to perform
- If you are able to assess that the person is unconscious, not breathing, and does not have a pulse, (after 911 has been called) have someone bring the closest AED
- Have someone trained in using the AED provide assistance
- Do not leave the victim alone unless you are alone and need to leave to call 911
- Remember your ABC’s (AIRWAY, BREATHING, CIRCULATION)
- Wait with the victim until the more qualified personnel arrive at the scene

Non-emergency after hours
- Minor Illness & Injuries
  o If medical treatment is not urgent but you are not sure treatment can wait until Health Services is open
  o Call Health Services at (603) 862-WELL (9355) and press 2
  o You will be automatically connected with a medical call center, where staff will conduct a phone assessment, & make suggestions for additional care options, including a visit to an urgent care center or hospital, if appropriate.

Communication protocol
- Inform direct supervisor of the injury

Completing an accident report
- The supervisor on duty should be responsible for this and should be done as soon as possible
- Report only the facts
- All accident reports should be submitted to program supervisor as soon as possible
- Be sure to collect contact information for injured participant and at least one witness