



Medical Emergency Procedures

LIFE THREATENING EMERGENCIES

1. Call 911. If someone else is around, ask them to call 911 while you stay with the individual needing attention.
 - Report the following information to the 911 operator:
 - Campus location
 - Your name
 - Description of emergency
2. Send someone to the loading dock between B and D wings opposite South Campus Center to assist responding emergency personnel.
3. Complete the appropriate report
 - Complete an OARS report for students, staff or faculty at <http://www.ehs.washington.edu/ohsoars/index.shtm>.
 - Complete the Patient Event form for patients and visitors at https://mydental.washington.edu/patient_event_form/.

NON LIFE-THREATENING EMERGENCIES

1. Use the first aid kit if necessary – First aid kits are available in all clinics and laboratories.
2. Contact your personal health care provider OR, if necessary, go to the UW Medical Center Emergency Room (normal fees will apply). Students may contact Hall Health at 685-1011. Campus Health Services at UWMC should only be used in cases involving body fluid exposure.
3. Notify supervisor/instructor AND the **Exposure/Incident Hotline @ 206-351-2268**.
4. Complete the appropriate report
 - Complete an OARS report for students, staff or faculty at <http://www.ehs.washington.edu/ohsoars/index.shtm>.
 - Report patient and visitor incidents via the Patient Event form at https://mydental.washington.edu/patient_event_form/.

BODY FLUID EXPOSURE

1. If instructed to perform first aid:
 - EYES: Wash eyes at eyewash station for 15 minutes while holding eyelids open.
 - OTHER: **1.** Scrub exposed area thoroughly with sudsing soap and warm water for 15 minutes. **2.** Remove the contaminated needle or instrument from the work area.
2. Between 8:00 AM and 5:00 PM: Notify supervisor/instructor AND call the **Exposure/Incident Hotline at 206-351-2268**.
3. After 5:00 PM: Go directly to the UWMC Emergency Room AND notify the **Exposure/Incident Hotline at 206-351-2268** by leaving a detailed message.
4. Complete the appropriate report
 - Complete an OARS report for students, staff or faculty at <http://www.ehs.washington.edu/ohsoars/index.shtm>.
 - Report patient and visitor incidents via the Patient Event form at https://mydental.washington.edu/patient_event_form/.

NOTE: When completing the Patient Event form, enter your main User Name with sod\ before it (for example: sod\janessmith). Enter your main SOD password (the same one you use to log onto your computer for work).