

# Medical Emergency

## Serious Injuries

Serious injuries or medical emergencies should be reported immediately by calling 911.

*Stay on the line with the emergency dispatcher until instructed by the dispatcher to hang up. Stay with the victim and ask someone to call Security to guide rescue and ambulance personnel to the scene.*

Do not move a seriously injured person unless they are in a life-threatening situation.

## Minor Injuries

First Aid kits are available in one or more locations in each building.

Employees should familiarize themselves with the location of the first aid kit for their area and know who is trained in first aid and CPR.

List of First Aid Kit locations on the Lower Columbia College campus available at [lowercolumbia.edu/safety/employee/medical-emergency.php](http://lowercolumbia.edu/safety/employee/medical-emergency.php)

## Accidents

Major and minor injuries occurring on campus should be reported using an **Accident Report**.

**Accident Report Form**

**Accident Report Form available at:**

[cm.maxient.com/reportingform.php?LowerColumbiaCollege&layout\\_id=1](http://cm.maxient.com/reportingform.php?LowerColumbiaCollege&layout_id=1)