

## Medical Emergency Response Procedure

All injuries, however minor, must be reported to the University Safety Officer.

### **In the event of a Medical Emergency:**

- Depending on the seriousness of the situation, it may be necessary for you to call an ambulance immediately by dialling 999 or 112.
- Contact a campus First Aid Responder by contacting **ext. 3333 or (061 213333)**.  
The First Aid Responder (if available) will take over the management of the injured/ill person.

When contacting the Emergency Services, it is important that you report:

- Location of the incident
- Phone number you are calling from
- Chief complaint
- Number of patients
- Age (approximate)
- Gender
- Conscious? Yes/No
- Breathing normally? Yes/No
- If >35 years Chest Pain? Yes/No

Following alerting the Emergency Services Phone **ext. 3333 or (061 213333)** immediately to report the emergency and enable service staff or security personnel to alert a local First Aid Responder and to guide the emergency services to the exact campus location of the injured party.