

### **Medical and/or Psychiatric Emergency Protocol**

- 1. For all medical/psychiatric emergencies, call 9-1-1. Then call Campus Safety and Security at (310) 665-6965.**  
**The Police and Campus Safety and Security are the FIRST RESPONDERS.**
  - If the emergency is life threatening, describe the medical emergency and state your exact location.
- 2. Remain with the victim until the Paramedics and/or Campus Safety/Security arrive, and assist as required.**
  - Survey the scene to assure safety for the victim and yourself.
  - Reassure the victim that help is on the way. Keep the victim as comfortable as possible.
  - If it is determined that the patient does not require local EMS/Ambulance services, it is advised the patient seek medical care.
    - i. Local Emergency Room or Urgent Care
    - ii. SHWC, during regular operational hours
    - iii. Private Medical Doctor
- 3. If the emergency results from an injury/accident, the witness should fill out an Incident Report [here](#).**
- 4. Field Trips**
  - If an emergency occurs while on a field trip, the supervising staff or faculty member should call 911. A student or other members of the field trip group should be delegated to make the call if the supervisor is unable to do so.
  - As soon as feasible, the individual in charge should fill out an Incident Report form [here](#) and should notify Campus Safety and Security at (310) 665-6965.

**If an emergency occurs, you do NOT need to notify the SHWC. If Campus Safety and Security determines that the SHWC needs to be involved, they will transport the patient to the SHWC or contact the SHWC directly.**

**For liability purposes, the SHWC is not equipped to provide care outside of the clinic (Ahmanson 107) and counseling center (Ahmanson B05A and B05B). No medical or psychiatric care will be administered outside of the clinic or counseling center.**