

IN A MEDICAL EMERGENCY

1. Make sure the immediate area is safe – do not put yourself or anyone else in danger! You will need to give the following details to the ambulance:

- Exact location – campus, building number, etc.
- What happened (be clear and concise);
- Symptoms (if possible); and
- Your name.

Call an ambulance on **000** (remember to use an **extra 0** if using an **internal phone** and you may need to use **112** if calling from a mobile phone).

After calling the ambulance, contact **Campus Support (Security) on Ext. 7777 (mobile or external phones dial 1800 800 707)** to enable Security to assist with escorting the ambulance to the casualty.

2. If required contact your nearest First Aid Officer via the Griffith online phonebook using an internal telephone.

3. One or more Automatic External Defibrillators (AED) are available at all Griffith campuses. Contact Campus Support for closest AED details, or when contacting the First Aid Officer, suggest they also bring an AED to the medical emergency.

4. Calm and reassure the injured/ill person, make them as comfortable as possible and wait with them until help arrives.

What to do in case of minor injury or illness

If the injury or illness does not appear serious, contact the nearest First Aid Officer via the Griffith online phonebook or Campus Support. There are trained First Aid Officers throughout all University campuses.