



What to do in a Medical Emergency

1

Make sure the area is safe.

2

Call **000** and ask for the ambulance service (remember to use an extra **0** if using an internal phone or **112** from a mobile phone). If the person is off campus ask for their address first.

3

If on campus, ring Security on **7777** to advise them that an ambulance is coming and where to send it.

4

Contact the nearest First Aid Officer by dialling Switch on **9** using an internal telephone, or **(0)7 3735 7111** from a mobile phone.

5

If needed, contact Security to find the location of the Automatic External Defibrillators (AED) and suggest they bring to location.

6

Calm, reassure and stay with or online with the injured/ill person, make them comfortable and wait until help arrives.



If the injury or illness does not appear serious, contact the nearest First Aid Officer by dialling Switch on **9** or call **(0)7 3735 7111** from a mobile.