

WHAT TO DO

When you observe or are informed that an employee of the college is ill or injured:

1. Immediately notify College Safety at 53535. Notify 911 followed by College Safety in life-threatening situations. If the incident involves blood or other bodily fluids, ensure that College Safety is aware of the fact.
2. Keep the ill or injured person as comfortable as possible while waiting for the officer or medical assistance to respond. Do not attempt to move a person who has fallen and appears to be in pain.
3. Provide the responding officer and supervisor with your version of what happened after the ill or injured person has been attended to and the incident has concluded.