

## **5 Steps in First Aid**

1. Survey the scene Take a moment to look around and make sure the scene is safe. Find out who is involved and what happened.
2. Check on the member's condition
3. Call 9-1-1
4. Provide First Aid care that is appropriate for the injury or illness.
5. Complete an Incident Report.

## **Loss of Consciousness and Fainting**

### **Call 9-1-1**

- Lay the member on their back and check for breathing. (if not breathing continue steps for CPR/AED)
- Prop their legs up on a chair, machine, or a window sill.
- Loosen any tight clothing.
- DO NOT give them anything to drink or eat, even if they insist.
- Apply an ice pack to the back of their neck.
- Sit with them while they regain consciousness. Offer to call them a ride home or have them wait 10 minutes prior to allowing them to drive.

## **Bleeding**

**Call 911 if bleeding is heavy or if there are signs of a deep injury.**

- Put on non-latex gloves.
- Have the member sit or lie down.
- Watch for signs of shock. Weakness, dizziness, fainting Cool, pale, clammy skin Extreme thirst, nausea, or vomiting Confusion and anxiety
- When bleeding is hard to control, apply direct pressure to the open wound with a clean dressing until the emergency medical team arrives.
- For minor cuts, have the member apply direct pressure with a clean dressing for 1 to 2 minutes.
- Once the bleeding has stopped, remove the dressing and wash the wound with soap and water.
- Apply an antibiotic ointment and a sterile band aid.

- Throw away any trash in the garbage can. Any item with blood must be discarded in the red biohazard bag.
- Remove the non-latex gloves and wash your hands with soap and warm water.

**Broken Bone, Dislocation, Sprain, Strain Have someone call 911 if the injury is serious.**

**Watch for signs of shock**

- If the broken bone is coming through the skin, put on non-latex disposable gloves and control the bleeding. Apply pressure with a sterile dressing. Do not move the ends of the bone.
- Do not move the member. Wait for the emergency medical team to arrive.

**For minor injuries:**

**Rest:**

Find a comfortable position for the member, sitting or lying down.

Ice: Place an ice pack wrapped in cloth or paper towel over the injured area for 20 minutes.

Offer to call them a ride home or have them wait 10 minutes prior to driving.

**Seizures**

**Call 9-1-1**

- DO NOT restrain the member.
- Put a blanket, towel, or a piece of clothing next to their head, but not under it, to protect them from injury. Placing it under their head can obstruct their airway.
- Let the seizure run its normal course.
- Once the seizure has ended, roll the person on their side with their head tilted back. This will make sure they keep breathing and will allow any fluids to drain from their mouth.

