

Medical Emergencies

In a medical emergency any staff member can and should call 9-1-1. Follow standard precautions, use the [First Aid Guidelines](#), and only take measures you are trained to do.

Call 9-1-1 immediately for any of the following:

- Unconsciousness or unresponsiveness
- Stopped, gasping, or severe difficulty breathing
- Uncontrolled or suspected internal bleeding
- Chest pain or no detectable pulse
- Severe allergic reaction, especially with breathing difficulty
- Seizure — first time, lasting more than 5 minutes, or no recovery
- Stroke symptoms: sudden weakness, slurred speech, facial drooping
- Opioid or other drug overdose
- Choking — unable to speak or breathe
- Heat stroke, severe burns, or poisoning
- Someone threatening harm to self or others

"WHEN IN DOUBT, CALL 'EM OUT"

Key Reminders around Emergency Medical Service (EMS)

- Assign a staff member to stay with the injured person at all times.
- Assign other staff to clear the area of students.
- Send a staff member to the main entrance to meet EMS and guide them to the injured person.
- Notify Site Administrator (call, text, walkie, or send another staff member).
- If a student, also notify parent/guardian, leave voicemail and text if no answer.

For full ambulance transport procedures see the [Emergency Medical Service \(EMS\) Protocol](#)

Documentation

- For Student injuries, complete a Student Injury/Incident Report in Synergy.
- For Staff injuries: file Employee Incident/Injury Report
 - HR Workers' Comp: 415-241-6101 | Nurse Helpline: 415-241-6392

COMMON MEDICAL EMERGENCY

ANAPHYLAXIS — Administer Epinephrine

RECOGNIZE

- Hives or swelling of face, lips, or throat
- Difficulty breathing or wheezing
- Vomiting, dizziness, or rapid heart rate after exposure to known or suspected allergen

DO

1. Administer epinephrine and call 9-1-1.
2. Lay the person down with legs elevated. If breathing is difficult, keep upright.
4. If no improvement a second dose of Epinephrine may be given after 5 mins.
5. EMS transport is required even if symptoms improve as epinephrine wears off.

OPIOID OVERDOSE — Administer Narcan

RECOGNIZE

- Slow, shallow, or stopped breathing
- Unresponsive or unconscious
- Blue or gray lips or fingertips
- Pinpoint pupils, limp body, gurgling sounds

DO

1. Administer Narcan and call 9-1-1
2. Place in the recovery position if breathing; begin rescue breathing if not.
4. If no response after 2–3 min: give a second dose in the other nostril.
5. EMS transport required, Narcan wears off in 30–90 minutes.

CONCUSSION

RECOGNIZE

- Headache that gets worse and won't go away
- One pupil larger than the other
- Slurred speech, weakness, or loss of coordination
- Repeated vomiting or seizures
- Unusual behavior, confusion, or inability to wake up
- Any loss of consciousness, even briefly

DO

1. Call 9-1-1 if any danger signs are present.
2. Do not leave the student alone.
3. Do not let student return to activity
4. Notify parent/guardian even for mild symptoms.
5. Student must be cleared by a healthcare provider before returning to activity.

CHOKING / AIRWAY OBSTRUCTION

RECOGNIZE

- Clutching throat, unable to speak or breathe
- Weak or silent cough, high-pitched noise
- Skin turning blue (cyanosis)

DO

1. If they can cough forcefully cough, do not intervene.
2. If unable to speak or breathe: give 5 firm back blows with heel of hand.
3. Give 5 abdominal thrusts: fist above navel, grasp with other hand, thrust inward and upward.
4. Alternate 5 back blows and 5 abdominal thrusts until the object dislodges or the person loses consciousness.
5. If unconscious: lower to floor, call 9-1-1, begin CPR — check mouth before giving breaths.

This document is a quick reference guide only and does not replace full training for any of the above conditions.