



PLYMOUTH JOINT SCHOOL DISTRICT

MEDICAL EMERGENCY RESPONSE PROCEDURE

The Medical Emergency Response Procedure has been developed to address severe injury or illness experienced by a student, staff member or visitor in any building. Anytime the health status of an individual changes suddenly and additional medical support is required, a Medical Emergency may be called. Examples include respiratory arrest, cardiac arrest, drowning, severe bleeding, anaphylactic allergic reaction, burns, broken bones or a neck injury.

In the event of such an occurrence, an adult at the scene should use the nearest phone to contact the office and state the following:

“Medical Emergency in [location]” (repeat). State the victim’s name, location, a brief description of the emergency, and if 911 will be called from the scene.

The secretary will announce a Medical Emergency over the PA system, with the location, throughout the entire building and repeat the message once.

“This is a Medical Emergency. There is a Medical Emergency in [location]” (repeat)

After the announcement, students are to vacate the halls. This allows for privacy and safe passage of any responders and emergency personnel. Teachers will need to account for each student and ensure supervision. Teachers and staff should assure that halls remain clear of students during the Medical Emergency.

Medical Emergency Response Team (MERT) members will report immediately to the area of crisis. A MERT member will check to make sure an AED, First Aid Kit and the pink Student Health Plan (IHP) Binder is taken to the scene. Team members’ classes will be covered by a teacher from an adjacent room, whoever is available to cover or by a prearranged person. Students in the area of the incident should be escorted to another location as soon as possible.

A MERT member will notify the office staff when the crisis is over and the halls are clear of the victim and responders. An announcement will be made over the PA announcing:

“All clear, Medical Emergency, all clear” (repeat).

The school day will then resume as scheduled. If the emergency occurs just prior to the end of the day, students will not be dismissed until the emergency is over. If necessary, the office personnel will notify the bus company to hold buses to keep the area clear.