Murray State University
Campus Recreation
911 Emergency Response Plan

1. **Survey the scene**
   - **Is the scene safe?**
   - **What happened?**
   - **How many persons are injured?**
   - **What is the victim(s) condition?**
   - **Who is available to help?**

2. **Designate one person to call Public Safety 809-2222 (on campus) or City Police (off campus, but still in Murray) 753-1621, or 911 if out of town with the following information:**
   - **The caller's name**
   - **The exact location of the emergency**
   - **The condition of the victim(s)**
   - **Any First Aid or CPR currently being administered**
   - **Designate one person to be a lookout / guide for emergency personnel and then return to the scene to notify victims that help is on the way**

3. **Administer CPR and or First Aid as needed**

4. **DO NOT GIVE VICTIM WATER (If overheated, you may apply COOL water to the neck and wrists, but never in a person's mouth).**

5. **DO NOT MOVE VICTIM UNLESS IN IMMEDIATE DANGER**

6. **Once paramedics have arrived, the individual that had been administering care should inform the EMTs of all treatment given and the victim's status (how long giving rescue breaths, pulse – weak, strong, consciousness, concern of head injury, bleeding, shock etc.)**

7. **Find out where the victim is being transported for care.**

8. **IMMEDIATELY after the incident BEFORE THE VICTIM LEAVES, the first responder should fill out an accident report form.**

9. **Contact the following University Personnel within 2 hours of accident (starting at the top)**
   - **Alison Epperson (270) 767-0863, (270) 293-3343**
   - **Scott Ellison (618) 444-8878**
   - **Jim Baurer (270) 752-0229 or (270) 753-1719**