

# Emergency & First Aid Orientation

# Preplanning

- Familiarize yourself with the exits for the home or building you are in so you know how to get out or where to take shelter in the event of any emergency.
- Be alert for potential severe weather and know proper emergency procedures.
- Have a stocked first aid kit readily available and provide appropriate first aid training.
- Additional emergency procedures information at

# Calling 911

## When Calling 911

- Be prepared to tell the operator:
  - Your exact location, including building name and room number,
  - Your name and the phone number from which you are calling, and
  - Details of your emergency and what happened.

# Fire

- Assess the situation.
- Activate the nearest fire alarm.
- Call 911.
- Evacuate the building in a calm and orderly manner.
- Use a fire extinguisher –
  - If you have been trained and
  - If you can do so without risk to yourself.
- Account for all building occupants after evacuation.



# Severe Weather

- Know where the shelter areas are and how to get to them quickly.
- Know the terms:
  - **Tornado watch** – conditions favorable
  - **Tornado warning** – **tornado sighted**, move to shelter
- If outside and sirens go off, seek shelter indoors.
- Remain in shelter until warning expires or danger is past.



# Medical Emergencies

- Assess the situation.
- Do you need an ambulance or just first aid?
- Call 911 if needed.
- **Ensure scene is safe** for you and the person in need of assistance.



# What's In a First Aid Kit ??

- Kits vary in contents but most kits have the following items:
  - ✓ Band-aids / Adhesive bandages
  - ✓ Gauze pads and tape
  - ✓ Scissors, cold pack
  - ✓ Wound bandage / compress
  - ✓ Eye pads / eye wash solution
  - ✓ First aid / burn cream
  - ✓ Antibiotic ointment
  - ✓ Face shield or barrier mask for providing CPR



- ✓ Forceps / tweezers
- ✓ Disposable thermometers
- ✓ First aid instruction booklet

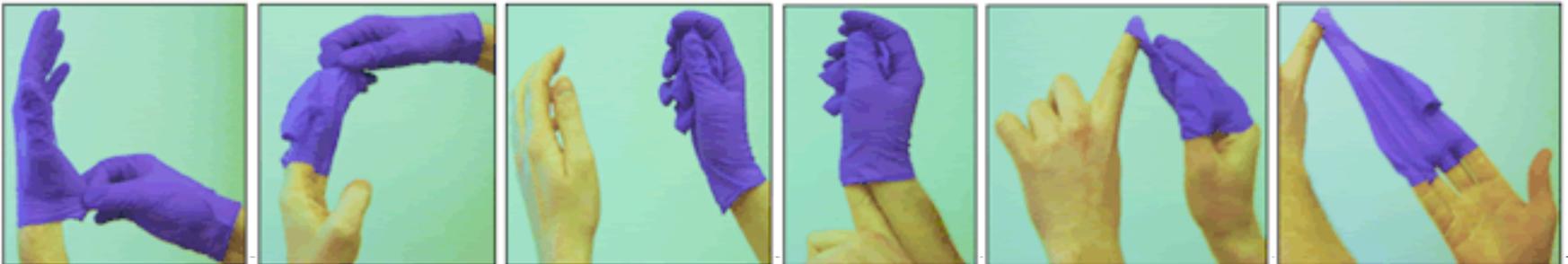
# Universal Precautions and Personal Protective Equipment (PPE)

- Universal Precautions, also known as Standard Precautions, provide a way to limit the spread of disease by preventing contact with blood borne pathogens. Blood borne pathogens include but are not limited to Hepatitis B Virus (HBV), Hepatitis C Virus (HCV) and Human Immunodeficiency Virus (HIV).
- To follow Universal Precautions correctly means whether or not you think a victim's blood or body fluid is infected, you act as if it is. All blood and body fluids are considered hazardous material and should be treated as if infectious.
- PPE includes disposable gloves, gowns, lab coats, face shields, eye protection and pocket masks / facial barriers.

# Universal Precautions and Personal Protective Equipment (PPE), continued

## To reduce the risk of infections:

- ✓ Wear disposable gloves when giving first aid. Use a face shield or mask when performing CPR.
- ✓ Remove gloves properly – Without touching the bare skin, grasp the inside palm of your gloves with the fingers of the opposite hand and pull gloves off inside out – repeat with 2<sup>nd</sup> hand and dispose of gloves in an appropriate manner.
- ✓ Clean your hands with an alcohol based hand sanitizer. If not available, wash well with soap and water.



# Emergency Action Steps



**ASSESS:** the situation – is it safe?  
The victim – is he/she responsive?



**ALERT:** call 911 or activate the  
emergency action plan.



**ATTEND:** to the victim. Check for  
life threatening conditions first.

# Adult / Child Choking : Severe Airway Blockage

## ❖ Victim is responsive:

- Quickly ask, “are you choking?”
- If the victim nods yes, or is unable to talk, speak, or cough – act quickly.
- Stand behind the victim.
- Make a fist and place the thumb side of that hand against the victim’s abdomen, just above the navel and below the ribs. Grasp fist with the other hand.
- Quickly thrust inward and upward into the abdomen.
- Repeat thrusts until object is expelled or victim becomes unresponsive.



# Adult / Child Choking : Severe Airway Blockage

## ❖ Victim is unresponsive:

- If needed, help the victim to the ground and alert EMS / call 911.
- Begin chest thrusts as you would with CPR. Each time the airway is opened look for the object in the victim's throat and if you can see it, remove it – being careful not to lodge the object further into the victim's throat.
- Continue chest thrusts until EMS / Paramedics arrive, or the victim shows signs of breathing / responsiveness.





# Basic First Aid Instructions

## Minor Wounds

Minor wounds include abrasions, lacerations, punctures and incisions. The most significant issues to consider with any open wound are control of bleeding and infection.

### Signs and Symptoms:

- Break, cut or opening in the skin
- Bleeding – may be minor, moderate or severe
- Bruising and pain
- Infection
- Progressing shock

### First Aid:

- If bleeding, apply direct pressure with a clean cloth or absorbent pad.
- Wash area with antibacterial soap and clean until there appears to be no foreign matter in the wound.
- Cover area with an adhesive bandage or gauze wrap.

# Minor Wounds, continued

**Bruising:** Caused by broken blood vessels leaking blood under the skin. Bruising can be minimal or large and severe.

- Signs and Symptoms:

- Pain and swelling
- Discoloration: new bruising will be dark purple / older bruising will fade to greenish yellow

- First Aid:

- Apply ice to injury to reduce pain, bleeding and swelling.
- To prevent frost bite to the injured area, place a thin towel or cloth between the skin and ice. Limit ice application to 20 minutes on, 20 off.

**Crush Injury:** Occurs when a body part is subjected to a high degree of force or pressure . Example: smashed fingers in door.

- Signs and Symptoms:

- Pain and swelling
- Discoloration and sometimes deformity

- First Aid:

- Apply ice just as you would with a bruising injury.
- If pain is severe and does not lessen with ice or there is decreased sensation, weakness, or paleness of the skin in the affected area, seek emergency care.

# Shock

Shock develops when not enough blood flows to the vital organs of the body. Victims with shock may stop responding. Common causes of shock are:

- Severe bleeding
- Heart attack or other heart problem
- Severe allergic reaction
- Nervous system injuries
- Severe burns
- Dehydration

## Signs and Symptoms:

- Dizziness, faint or weak feeling
- Rapid, shallow breathing
- Anxiety, restlessness, agitation, or confusion
- Cool and clammy to the touch
- Pale or grayish skin
- Thirst
- Nausea or vomiting

## First Aid:

- Help person lie on their back.
- Keep victim lying flat with feet slightly elevated if possible.
- Cover person to keep him/her warm, but prevent overheating.
- Ensure an open airway for victim and adequate breathing.
- Monitor victim and administer CPR if necessary.

# Severe Bleeding

- Emergency Action Steps:
  - ❖ **Assess the scene** – If the scene is unsafe or becomes unsafe, get out! Move the patient *only if absolutely necessary*.
  - ❖ **Assess the victim** - Tap shoulder, shout name. No response??
  - ❖ **Alert** – Have someone call 911 for help and get an AED\*. If you are alone – make the call yourself.
  - ❖ **Attend** to any life threatening problems.

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# Severe Bleeding, continued

## Apply Direct Pressure:

- Rip or cut away clothing so wound can be seen.
- Place an absorbent pad directly over the wound.
- Apply firm, direct pressure over the wound.
- The victim can assist if they are able.

## Apply Pressure Bandage:

- Wrap a conforming bandage securely over the pad to maintain pressure and hold the gauze in place.
- Bandage should be loose enough so a finger can slip under the bandage.

# Severe Bleeding, continued

## If Bleeding Continues:

- As the first dressings become soaked with blood, apply more pads, dressings and maintain firm, direct pressure.
- Do not remove the first dressings, just continue to add more if soaking through continues.

## Managing Shock:

- Ensure an open airway for the victim and adequate breathing.
- Keep the bleeding under control.
- Prevent chilling or overheating.
- Keep victim lying flat with feet slightly elevated if possible.

# Burns: Minor/Major

- ✓ Thermal burns are caused by sun, fire, hot liquids or objects and sometimes hot gases.
- ✓ Chemical burns are caused by contact with wet or dry chemicals.
- ✓ Electrical burns are caused by contact with electrical wires, current or lightning.
- ✓ Burns on the face, hands, feet and genitals can be particularly serious.
- ✓ Burns can cause tremendous damage to the body. They can cause extreme pain, scarring, massive infection, organ failure and even death.
- ✓ A rescuer's highest priority is personal safety.
- ✓ If a victim is on fire, tell him/her to STOP, DROP, and ROLL.
- ✓ If a victim is in contact with electricity DO NOT TOUCH him/her until the source of electricity has been shut off.

# Burns: Minor/Major and First Aid Care

## Minor Burns:

- **Signs and Symptoms:**
  - Pain, Redness
  - Swelling, Blisters
- **First Aid:**
  - Expose the burn.
  - Cool burns with cold water and continue until pain lessens.
  - After cooling, cover with a dry, sterile bandage or clean dressing.
  - Protect from friction / pressure
  - DO NOT pop blisters or apply any ointment or other substance.

## Major Burns:

- **Signs and Symptoms:**
  - Dry/leathery, white or blackened, charred skin
- **First Aid:**
  - Assess / Alert / Attend to any life threatening problems.
  - Call 911 and Activate EMS.
  - If caused by a liquid chemical, flush with large amounts of water right away if you are fully trained in First Aid.

# Bites and Stings



Bites and stings that could require first aid care can occur from a wide variety of sources. Most cause only minor discomfort and can easily be treated by a first aid provider. However bites and stings from venomous snakes, insects or animals can cause intense pain and swelling. Bites from humans and animals such as dogs, cats, bats, etc., can cause severe injury and infection, including tetanus and rabies.

Some people have severe allergic reactions to bites or stings that can be life threatening. In these cases, the most important first aid measure is rapid access to advanced emergency medical care.

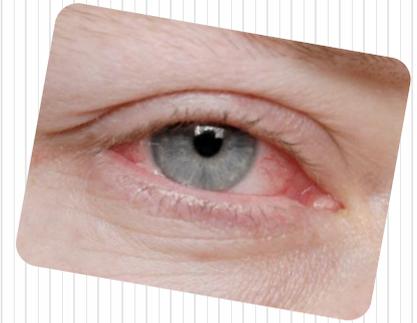
# Bites and Stings First Aid

- General Signs and Symptoms associated with bites and stings:

- ❖ Redness
- ❖ Swelling
- ❖ Pain
- ❖ Itching
- ❖ Nausea
- ❖ Problems breathing

- General First Aid for bites and stings:

- ❖ Remove jewelry and constrictive clothing
- ❖ Wash the area with soap and clean water
- ❖ Cover the area with an adhesive bandage or gauze wrap
- ❖ Apply ice if needed to reduce pain and swelling



# Eye Injuries

Eye injuries can range from minor irritations to severe and sight threatening. Injuries are frequently caused by objects in the eye, burns, and blunt force injuries. Any of these conditions or situations can lead to permanent loss of vision.

## What can you do to prevent an eye injury?

**Wear protective eyewear during risky activities.** Wear safety glasses with side shields anytime you might be exposed to flying particles, objects or dust.

Wear goggles when exposed to chemicals — even if you're just a bystander. Protective eyewear counts during sports, too. Any sport featuring a ball, racket or flying object poses a potential risk of eye injury.

**Take caution with chemicals and cleaners.** Carefully read the labels of chemicals and household cleaning supplies, such as bleach, before using them.

Don't mix products. Keep all chemicals and sprays in safe areas.

# Eye Injuries and First Aid

- Signs and Symptoms:

- Pain, redness, stinging
- Burning, itching
- Bleeding/bruising in or around eyes
- Sensitivity to light
- Decreased or double vision
- Loss of vision
- Something actually visibly stuck in eye

- First Aid Interventions:

- Rinse eye with saline solution or tap water if saline is not available.
- Do not try to remove object.
- Do not allow the victim to rub or apply pressure to the injured eye.
- Cover the eye lightly with a gauze pad or clean cloth
- Seek medical attention.

# Nosebleeds and First Aid

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Most nosebleeds are not serious and can be handled by a first aid responder. Most will stop on their own or with simple first aid actions. In some cases nosebleeds can indicate a more serious condition which may require ongoing medical attention.

If the nose bleed is related to an injury, the victim should be assisted in finding medical assistance urgently.

Some people may be taking medications that make them more prone to bleeding. These people should also seek care urgently.

# Nosebleeds and First Aid

- Signs and symptoms to monitor:

- ✓ Bleeding in the back of the throat, causing the victim to vomit blood
- ✓ Bleeding from one or both nostrils

- First Aid Interventions:

- ✓ **Sit upright and lean forward.** By remaining upright, you reduce blood pressure in the veins of your nose. This discourages further bleeding. Sitting forward will help you avoid swallowing blood, which can irritate your stomach. Have the victim spit out blood that collects in the back of the throat or mouth.
- ✓ **Pinch the nose firmly.** Use your thumb and index finger to pinch your nostrils shut. Breathe through your mouth. Continue to pinch for 5 to 10 minutes. Pinching sends pressure to the bleeding point on the nasal septum and often stops the flow of blood.
- ✓ **To prevent re-bleeding,** don't pick or blow your nose and don't bend down for several hours after the bleeding episode. During this time remember to keep your head higher than the level of your heart.

# Diabetes and Diabetic Emergencies

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Diabetes is a chronic condition that causes an imbalance of blood sugar and insulin. Emergencies can occur if someone's blood sugar becomes very high or very low. Several factors can contribute to hypoglycemia in people with diabetes, including taking too much insulin or other diabetes medications, skipping a meal, or exercising more or at a higher intensity than usual.

# Hypoglycemia (Low Blood Sugar)

## Signs and Symptoms:

- Shakiness
- Dizziness
- Sweating
- Hunger
- Irritability or moodiness
- Anxiety or nervousness
- Headache, vision problems
- Drowsiness
- Seizures

## First Aid Interventions:

- Five to six pieces of hard candy
- Four ounces of fruit juice or regular — not diet — soda
- One tablespoon of sugar, jelly or honey
- Three glucose tablets (available without a prescription at most pharmacies)

\*\*Use the above interventions only if victim is alert – if not alert or appears confused, call 911.

# Heat Exhaustion & Heat Stroke

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Causes of heat exhaustion include exposure to high temperatures, particularly when combined with high humidity, and strenuous physical activity. Without prompt treatment, heat exhaustion can lead to heatstroke, a life-threatening condition. Fortunately, heat exhaustion is preventable.

Heatstroke occurs if your body temperature continues to rise. At this point, emergency treatment is needed. In a period of hours, untreated heatstroke can cause damage to your brain, heart, kidneys and muscles. These injuries get worse the longer treatment is delayed, increasing your risk of very serious complications.

# Heat Exhaustion First Aid

## Signs and Symptoms:

- Cool, moist skin with goose bumps when in the heat
- Heavy sweating
- Faintness
- Dizziness
- Fatigue
- Weak, rapid pulse
- Low blood pressure upon standing
- Muscle cramps
- Nausea
- Headache

## First Aid Interventions:

- Stop all activity and rest.
- Move to a cooler place.
- Drink cool water or sports drinks.
- Contact your doctor if your signs or symptoms worsen or if they don't improve within one hour. Seek immediate medical attention if your body temperature reaches 104°F (40°C) or higher.

# Heat Stroke First Aid

## Signs and Symptoms:

- **High body temperature.** A body temperature of 104°F (40°C) or higher is the main sign of heatstroke.
- **A lack of sweating.** In heatstroke brought on by hot weather, skin will feel hot and dry to the touch.
- **Nausea and vomiting.** Victim may feel sick to their stomach or vomit.
- **Flushed skin.** Skin may turn red as body temperature increases.
- **Rapid breathing.** Breathing may become rapid and shallow.
- **Racing heart rate.** Pulse may significantly increase because heat stress places a tremendous burden on the heart to help cool the body.
- **Headache.** Victim may experience a throbbing headache.
- **Confusion.** Victim may have seizures, hallucinate, or have difficulty speaking or understanding what others are saying.

## First Aid Interventions:

- If you think a person may be experiencing heatstroke, seek immediate medical help. Call 911 or your local emergency services number.
- Help the person move to a shaded location and remove excess clothing.
- Place ice packs or cold, wet towels on the person's head, neck, armpits and groin.
- Mist the person with water while a fan is blowing on him/her.

# First Aid

A well-stocked first-aid kit can help you respond effectively to common injuries and emergencies. Keep at least one first-aid kit in your home, office and one in your car. Store your kits in easy to retrieve locations that are out of the reach of young children.

You can make a difference for someone when you apply your knowledge of First Aid.