

PROCEDURES FOR SERIOUS ACCIDENT, EMERGENCY, OR FATALITY

KEEP THIS INFORMATION IN YOUR TROOP FIRST AID KIT

1. Care for any injured or ill persons and obtain emergency personnel, such as police, fire, or emergency squads.
2. If any children are injured, contact their parent or guardian immediately. Inform them of their child's condition, the nature of the injury, and where the child has been transported for emergency care. If the child does not require emergency transport, follow the parent's instructions regarding care. When in doubt, call for an emergency squad.
3. In the event of a fatality, call the police immediately. Secure the area and see that no one disturbs the victim or their surroundings. A responsible adult should remain at the scene until the police have taken over.
4. Contact council personnel at the following number:
(614) 487-8101 or 1-800-621-7042
Open 8:30 a.m. to 4:30 p.m. Monday through Friday
5. If it is **after hours** and council offices are closed, contact the following emergency number: **(614) 447-7092**.
6. Do not discuss questions of responsibility or liability. Cooperate with law enforcement and medical personnel, but do not talk to media representatives. Please refer all questions to Girl Scouts of Ohio's Heartland Council's Public Relations Director.