


Guam Behavioral Health and Wellness Center		
TITLE: Dealing with Medical Emergencies	POLICY NO.: CW -02	PAGE: 1
APPLICABILITY: CW- 02	REFERENCES:	
APPROVED BY:  REY M. VEGA, DIRECTOR	EFFECTIVE: NOV 07 2016	
	REVISED:	

PURPOSE:

To establish a protocol of action for staff, volunteer, and students in dealing with medical emergencies such as and not limited to cardiac arrest, profuse bleeding, respiratory distress, seizures or loss of consciousness.

POLICY:

- A. Guam Behavioral Health and Wellness Center shall make every effort to ensure the workplace is safe and healthy for all employees, students and volunteers; safety takes precedence over all other concerns.
- B. GBHWC will endeavor to ensure that all staff is trained and ready to address emergency situation when they arise.
- C. An emergency response staff with first aid training shall immediately be mobilize in the event of a medical emergency (Psychiatrist, Nurses, Licensed Practical Nurse, and Psychiatric technician) to provide immediate on-site response, assessment and initial care of individuals pending the arrival of emergency medical services (EMS).
- D. 911 or EMS will be contacted as soon as possible if necessary, to provide assistance and transport an individual with a medical emergency that is life threatening and or needs further medical management and treatment at the Guam Memorial Hospital (GMH).

DEFINITIONS:

1. Emergent Medical Condition: a situation where in an individual's acute illness or injury requires immediate medical attention.
2. Life Threatening condition: an injury, or condition with potentially fatal outcome

PROCEDURE:

When a health emergency occurs the following steps are to be taken:

- A. Assess the situation
 - a. If a person is conscious ask them if anything hurts. If unconscious, gently inspect the person for obvious signs of injury
 - b. Do not move the person (especially if they indicate any pain) unless they are in imminent danger of further injury, or they have been assessed by medical personnel or someone with first aid training.
 - c. Stay with the person to the greatest extent possible.
- B. Page, shout or ask someone to get help and mobilize the first aid responder

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- C. If severe illness or injury is possibly life threatening, call 911 immediately.
 - a. Notify the guards that 911 have been called so that the guards can direct emergency response staff upon arrival.
- D. The first aid responder shall initiate basic first aid and or CPR measures when indicated.
- E. Management staff should be advised of the situation at the first available opportunity.
- F. An incident report should be completed within 24 hours by the employee's supervisor, or the lead provider of the consumer, Psychiatric technician or the supervisor of the area in which the incident occurred if the medical emergency is not an employee or consumer.

Medical Emergency in the Residential Homes:

(See RRP Medical Handbook for detailed procedure)

- A. Medical Emergency procedure in the home shall follow the same protocol above.
- B. Psychiatric technician with basic first aid training or basic cardiac life support training shall be the first responder
- C. The staff shall inform the GBHWC nurses of the situation.
- D. The Residential Program Manager (Management Staff) should be advised of the situation at the first available opportunity.
- E. If the consumer with a medical emergency is transported to a medical facility, the staff/psychiatric technician on duty shall accompany the consumer and shall provide the medical file, health card, medications and guardianship papers if necessary.
- F. The legal guardian or the emergency contact person of the consumer shall be notified of the situation
- G. Assigned staff or Psychiatric Technician shall document the consumer's status on the consumer's medical record.

REFERENCES:

SUPERSEDES:

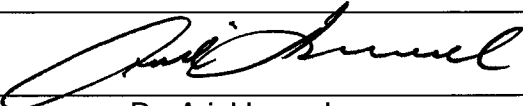
- A. Title; Policy No.; Effective date/signature date; Approving individual's name

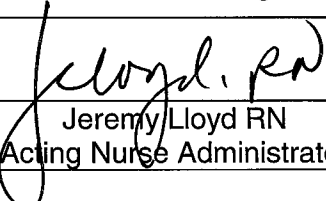
GBHWC

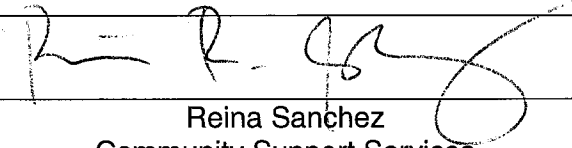
POLICY AND PROCEDURE REVIEW AND ENDORSEMENT CERTIFICATION

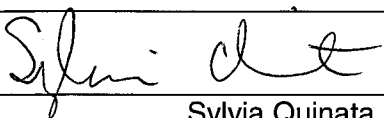
The signatories on this document acknowledge that they have reviewed and approved the following:


Originator: Health and Safety
Policy and Procedure Policy No.: AD-HS- 06
 Title: Dealing with Medical Emergency

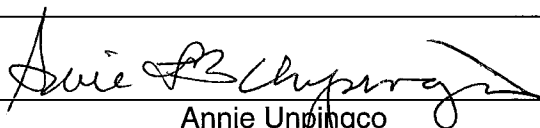
	Date	Signature
Reviewed/Endorsed	10/28/16	
Name and Title	Dr. Ariel Ismael Medical Director	


	Date	Signature
Reviewed/Endorsed	11/4/16	
Name and Title	Jeremy Lloyd RN Acting Nurse Administrator	

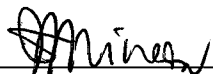
	Date	Signature
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Name and Title	Reina Sanchez Community Support Services	

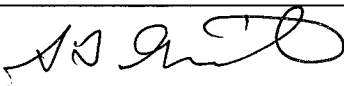
Reviewed/Endorsed	Date	Signature
		
Name and Title	Sylvia Quinata Adult Counseling Supervisor	

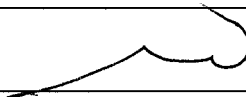
Reviewed/Endorsed	Date	Signature
	11/03/2016	
Name and Title	Maria Teresa Aguon Program Manager Healing Hearts	

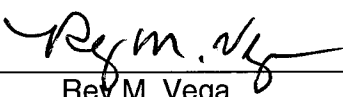
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Name and Title	Annie Unpingco Administrator Child Adolescent Services Department	

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Name and Title	Alfred Garrido Health and Safety officer	

Reviewed/Endorsed	Date	Signature
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Name and Title	Edward Palacios Maintenance and Facilities Officer	

Reviewed/Endorsed	Date	Signature
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Name and Title	Rey M. Vega Director GBHWC	