



EL PASO COMMUNITY COLLEGE PROCEDURE

For information, contact Institutional
Effectiveness: (915) 831-6740

CGE-1 Emergency/Non-Emergency Medical Care

APPROVED: December 5, 1978
Year of last review: 2021

REVISED: November 3, 2006

AUTHORIZING BOARD POLICY: CGE

Classification: Institutional

Vice President or Associate Vice President: Vice President of Student and Enrollment Services

Designated contact: Chief of Police

OBJECTIVE: To establish guidelines for reporting medical emergencies and for providing emergency and non-emergency medical care to District employees and students.

PROCEDURE:

- I. Reporting Medical Emergencies: In case of a medical emergency, the following actions should be taken:
 - A. Call 831-2200 for assistance and give the EPCC Police dispatcher the nature of the injury or illness, the condition of the individual, and the exact location including campus, building, and room number. Stay on the line.
 - B. Stay with the individual until help arrives. If the person is conscious, try to obtain relevant information: Name, someone to contact, any facts relating to the injury or illness. Give this information to the EPCC Police dispatcher.
 - C. The EPCC Police Department will make a report of injuries. When appropriate, this report will be forwarded to the Workers' Compensation Office.
- II. Providing Emergency Medical Care
 - A. The EPCC Police officer will offer medical treatment as may be required in the situation to the extent of his/her abilities and training.
 - B. The EPCC Police officer will assist emergency personnel upon their arrival if they have been called to the scene.
 - C. The EPCC Police officer will complete an Emergency Care and/or Liability Release Form. Should the individual refuse medical treatment, the individual will be asked to sign the Refusal Statement at the bottom of the form.

NOTE: The EPCC Police Department has been given the responsibility for providing both emergency and non-emergency medical care to the employees and students of the District as may be required. Officers of the EPCC Police Department have undergone various first aid training. It should be kept in mind, however, that the EPCC Police Department is not a replacement for a doctor's office; if any injury or medical problem is of a serious or potentially serious nature, an individual should consult a physician.
- III. Provision for Non-Emergency Medical Care:

The Office of Risk Management & Safety will replenish First Aid Stations at various locations at each campus. Oral medications are not provided.