

FIRST-AID RESPONSE FLOW CHART FOR CHEMISTRY TEACHING LABS



Incident Occurred

Fellow student reports it to the demonstrator



Unconscious

Conscious

Is the person conscious?

NO

YES

Clear area around patient.
Follow steps 2 - 4

Checks whether the person has any visible signs of injury.

Evacuates lab if needed, ensures that no one crowds around the affected person.

Continue to administer Basic FAid until Paramedics arrive.

Demonstrator accompanies the patient to the lab's wash up area, while the other students continue with activity.

STEP 1

Demonstrator ask lab assistants to find the Senior Demonstrator and/or Scientific Officer (also FAider) on duty.

STEP 2

Demonstrator remains with patient until FAider/s arrives.

STEP 3

FAider arrives & continues with basic FAid protocol, from where FAider helps patient to dispensary.

STEP 4

Only needs First Aid?
YES

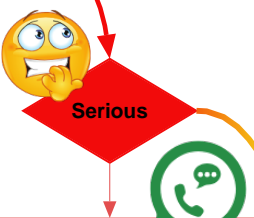


Not Serious

Complete FAid

Patient can return to the lab & complete activity.

FAider follow up on patient's well-being before leaving the lab/ after completing the activity.



Serious

Needs Medical Attention?
YES

FAider takes a record of patient's information :

- Name & Surname
- Student/Staff Number
- Emergency contact name & number
- Incident that led to injury, noting type injury, body part, date & time, type first aid administered.
- Take pics or video of incident scene



Contact other FAiders using the CEM FAid Whatsapp group. Either send a voice note or give phone to someone close-by to send a text or voice message - state urgency, summary of injury / what happened & where to meet e.g. at 1st yr dispensary

FAiders to respond ASAP & bring own FAid kit with.

FAiders to stay with patient & continue basic first aid & assist to keep patient calm & comfortable. Once extra first aiders arrive - IF POSSIBLE assist to move patient to FAid room 4.01.3.

1 x FAider to call patient's ER contact/s (received from CEM Admin Office) & inform them of accident, seriousness level, ask medication details, medical aid details, which private nearby medical facility / hospital is approved under medical aid option - otherwise patient to be taken to Grootte Schuur Hospital.

Another FAider/lab assistant to call CPS 080650 2222 (toll free) or 021 650 2222/3, give summary of incident, seriousness & request ambulance/paramedics ASAP, state exact location & provide a contact number.



CPS arrives: ask names & staff/student numbers of FAiders, patient etc. & contact paramedics

Paramedics arrive, check patient vitals, ask FAiders questions, record patient's personal details, medication details - if possible will wait for clearance from medical aid to take to preferred private hospital emergency unit.
If LIFE THREATENING immediately take to Grootte Schuur, patient can be moved later?

Allow a fellow student/friend to accompany injured person.



Within 7 days of Incident

FAider to complete:
1. Internal CEM online Incident Report Form AND
2. Add pics or video taken at scene AND
3. UCT's HS02 form & email to CEM OHSE Unit



CEM OHSE Unit schedule a feedback interview session with patient/witnesses to discuss well-being, incident & any feedback on support or input of preventing incident in future

CEM OHSE Unit write incident report based on RCAT procedure & complete HS02 with further details & recommendations

CEM H&S Committee Chair to sign off incident report & HS02 form

Lab Health & Safety Specialist (LHSIS) to: Send completed HS02 form to Science Faculty's H&S Committee Chair