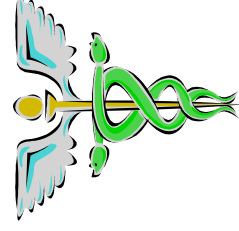




**University of the Virgin Islands
Health Services Center -
Division of Student Affairs
No. 2 John Brewers Bay
St. Thomas Virgin Islands 00802-9990
(340) 693-1124**

Health Services Emergency Response Procedures



EMERGENCY

Definition of emergency: For our purposes, we will operationally define emergency as being either: apparent or severe

- a) **Apparent emergency** - a medical crisis needing immediate intervention
- b) **Severe Emergency** - a life-threatening medical crisis

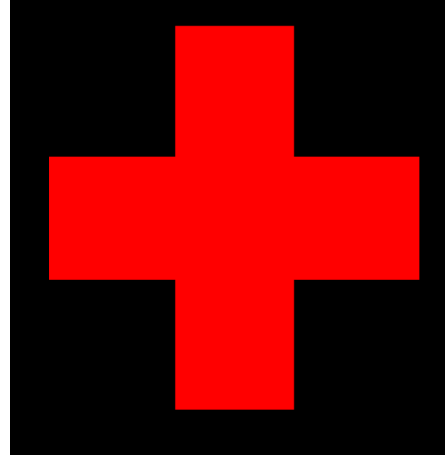
Responding to an emergency during working hours

If there is an apparent emergency during working hours, the first contact should be made to security, (340) 693-1530.

- Security then assess the situation and contacts the nurse.
- Security picks up the Nurse who assesses the situation and determines if it can be handled at Health Services Center or if the individual needs to go the hospital.
- If it is a severe emergency, the first responder should contact 911 immediately and then security, (340) 693-1530.

Responding to an emergency after office hours

- If there is an apparent emergency occurs after office hours, contact Security who will contact the Nurse on duty.
- If there is a severe emergency, contact 911 immediately



TRANSPORTATION



Transportation to the Hospital if there is an emergency

- If it is a severe emergency, Security will contact 911 (if not already contacted)
- If it is not a severe emergency, the Nurse will direct Security to take the student and herself to the hospital.
- If the nurse is off campus, Security will transport the student if time would be saved by meeting the Nurse at the hospital. In this case, a student or UVI official will accompany Security and the student to the hospital.

Note: At no time should security transport the student to the hospital unaccompanied or without notifying the nurse.

Post emergency transportation- From the Hospital

Upon discharge from the emergency room a student is responsible for transportation back to campus if not accompanied by the nurse. UVI Security will assist only after all other means for acquiring transportation have been exhausted.

Process of Notification after Emergency Room visit or discharge from Hospital:

Once the student has been discharged from the Emergency room: The nurse shall notify the Housing Office and Security Department of the student return to campus.

- Housing Supervisor will notify RAs after the student has returned to campus.
- Nurse will inform Security and Housing of any assistance the student needs.

Health Services Center Regular Office Hours effective: October, 2008

9:00 AM – 5:00 PM Monday – Friday

On call services available on weekends

Doctor's Hours

12:00 – 1:00 PM Monday, Wednesday & Friday