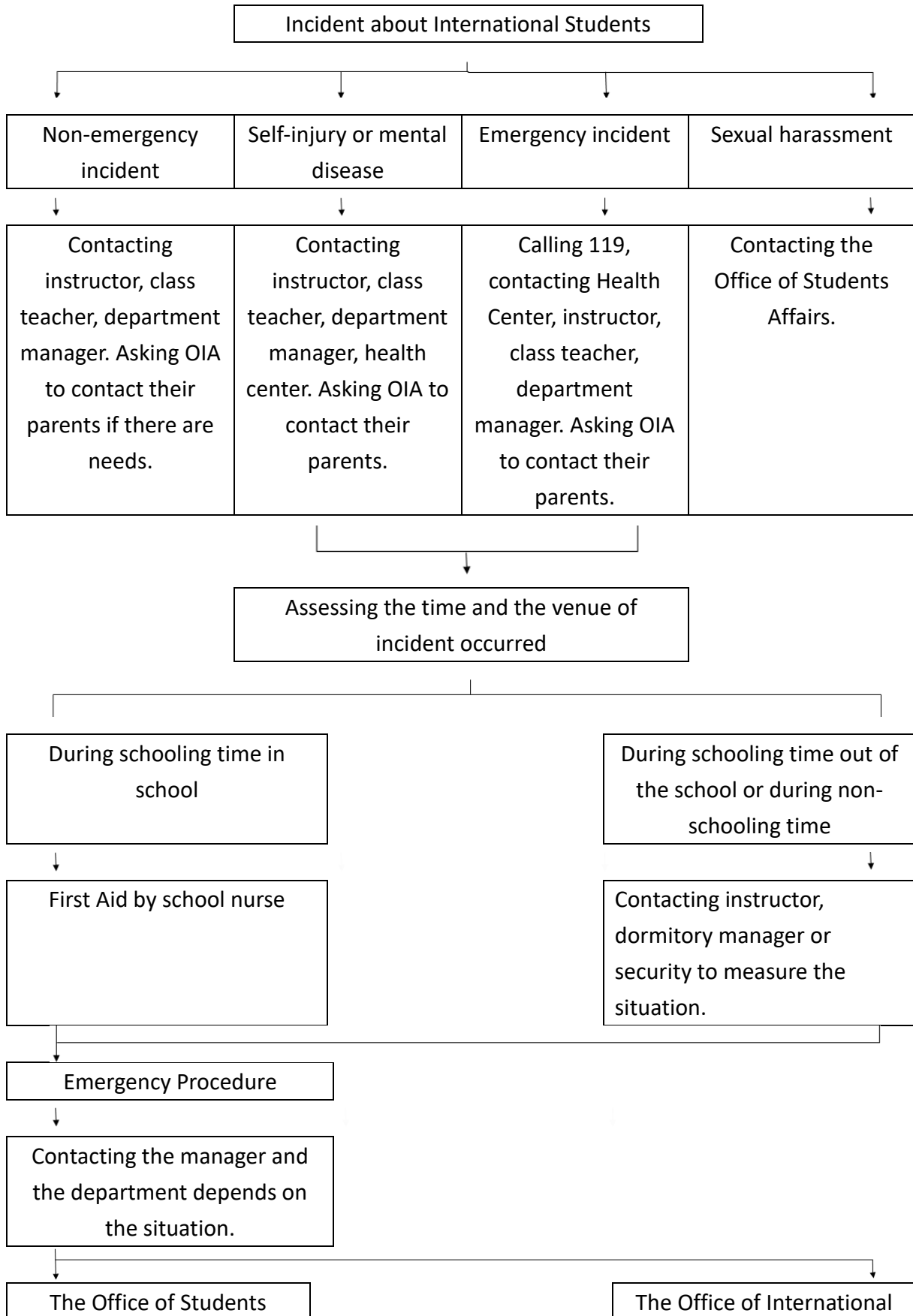


# Emergency & Incident Management Procedure



- Affairs
- ✧ Students Assistance Center: Arranging accommodation for parents
  - ✧ Health Center: Applying insurance for students, and providing medical information, first aid and further care for students and parents.
  - ✧ Students Activity Center: Applying Emergency Scholarship for the students.
  - ✧ Students Safety Center: Assisting in the incident. Reporting after the incident.
  - ✧ Students Counseling Center: Working for the complaint. Counseling the students and parents.

- and Cross-Strait Affairs and the department
- ✧ The Office of International and Cross-Strait Affairs: Contacting parents, embassy and the Ministry the National Immigration Agency so as to assist the parents come to Taiwan.
  - ✧ The department:
    - Arranging students care, supporting, academic support, tutorial lesson, and examination.
    - Asking the vice-monitor to take attendance.
    - Helping the students in need

Emergency Procedure depends on the situation

Severity	Morgue: Level 1	Immediate: Level 2	Delayed: Level 3	Minor: Level 4
Urgency	life threatening; Must be dealt with immediately	Really urgent; Must be dealt within 30-60 minutes	Urgent; Must be dealt within 4 hours	Non-Urgent; Only need simply care
Symptoms	Death or dying. Cardiac arrest, shock, coma, unconsciousness	Serious injury or disability. Fractures, lacerations,	Need to be sent to off-campus for medical	Wipe medicine, bandage, and rest to continue the class.

	<p>, acute myocardial infarction, drowning, hyperglycemia, cervical (spine) fracture, chest pain suspected of heart disease, respiratory distress, airway obstruction, continuous asthmatic state, uncontrolled bleeding, Tachycardia or ventricular fibrillation, status epilepticus, severe burns, unresponsiveness to pain, severe traumas such as car accidents, falls from heights, long bone fractures, pelvic cavity fractures, branch injuries with neurovascular damage Open wounds, gunshot wounds, stab wounds, etc.</p>	<p>asthma, difficulty breathing, poisoning, intestinal blockage, gastrointestinal bleeding, appendicitis, animal bites, eye burns or puncture wounds, and rape.</p>	<p>treatment. Dislocations, sprains, cutting injuries require suture, mild abdominal pain, mild injury, simple fracture without neurovascular damage.</p>	<p>Scratches, bruises, swelling, cutting injuries, falls Injuries, scratches, burns, punctures, bites, wounds, frostbite, blood stasis, nosebleeds, etc.</p>
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Required procedure	<ol style="list-style-type: none"> <li>1. Go to the hospital for emergency treatment.</li> <li>2. Call 119 for help.</li> <li>3. Start the school's emergency injury treatment process.</li> <li>4. Notify parents.</li> <li>5. Designate someone to accompany the escort to the doctor.</li> </ol>	<ol style="list-style-type: none"> <li>1. Oxygen supply, limb fixation or emergency treatment of injury or illness.</li> <li>2. Call 119 for help or call a nearby hospital.</li> <li>3. Start the school's emergency injury treatment process.</li> <li>4. Notify parents.</li> <li>5. Designate someone to accompany the escort to the doctor.</li> </ol>	<ol style="list-style-type: none"> <li>1. Emergency treatment of injuries.</li> <li>2. Start the school's emergency injury treatment process.</li> <li>3. Notify parents.</li> <li>4. Dispose by the nearby medical institution.</li> <li>5. Contact the instructor and instructor to coordinate with the doctor; or contact the parent to assist the doctor.</li> </ol>	<ol style="list-style-type: none"> <li>1. Simple casualty emergency care.</li> <li>2. Return to the classroom after rubbing, bandaging, fixing or resting to continue the class.</li> <li>3. Call the instructor by phone when the injury or illness is special and contact the parents as appropriate.</li> </ol>
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參考資料：1.林貴滿（2000）。當代急症護理學。台北：華杏。2.彭秀英（2002）台灣地區國民小學校園緊急傷病處理現況與相關因素研究。台灣師範大學衛生教育研究所碩士論文。