

# SOE Emergency Information

## Trained Personnel in First Aid & CPR

|                 |          |           |
|-----------------|----------|-----------|
| Greg Crohn      | 856-8611 | Room 2040 |
| Charlene Conner | 856-8322 | Room 4042 |
| Mary Hardesty   | 856-8536 | Room 1000 |
| Vicky Lewis     | 856-8455 | Room 2276 |
| Terry Minderman | 856-8583 | Room 105  |
| Linda Hanek     | 856-8010 | Room 4125 |
| Amber Hill      | 856-8068 | Room 4156 |
| Amanda Farris   | 856-8343 | Room 0001 |

**If personnel trained in First Aid are not available, at a minimum, try to provide the following assistance:**

- 1. Stop the bleeding with firm pressure on the wounds (Note: Avoid contact with blood or bodily fluids.)**
- 2. Clear the air passages using the Heimlich Maneuver (abdominal thrusts or chest compressions) in case of choking.**

## First Aid Kits and Automated External Defibrillator (AED)

- The AED is located in the **School of Education Library at the Front Desk.**

### The First Aid Kits are located at:

- Teacher Education Front Desk Suite 1000
- SoE Library Front Desk Room 1163
- Duplicating Office Room 1238
- Center for Human Growth Room 0001
- Instructional Systems Technology (IST) Room 2276
- Education Technology Services (ETS) Room 2040
- Curriculum and Instruction (C&I) Room 3140
- Language Education Room 3044
- Educational Leadership & Policy Studies (ELPS) Room 4228
- Office of Graduate Studies Room 2128
- Dean's Suite Suite 4105
- Counseling and Ed Psychology (CEP) Room 4003

## In the event of a Medical Emergency...

If an IU staff member or student is injured or has a serious illness that may require immediate medical attention, call 911 and request Emergency Medical Services.

- Once the EMS arrives, the EMTs will assess the situation. The student or staff member has the right to refuse medical attention. The individual **WILL NOT BE CHARGED** unless transported. If the individual is unconscious, the EMTs will make this decision.
- IU staff members who are injured on-site will **NOT** be financially responsible for services, and will instead file a claim under "worker's compensation." If a staff member becomes ill while working, the individual and/or insurance will be billed.
- IU students who are injured or become ill while on university property will be financially responsible for medical services, meaning the individual and/or insurance will be billed.

## EVACUATION ROUTES & MEETING PLACES

Maps of evacuation routes are displayed in hallways and departments. Each map will show the way to an exit, depending on where employees are located in the building.

If an evacuation of the building is required, proceed to the bottom floor of the Jordan Avenue parking garage and await further instructions.