

# SoE Emergency Information

## Trained Personnel in First Aid & CPR

Caree Jent	856-8520	1000
Matt Boots	856-8032	2100
Vicky Lewis	856-8455	2276
Chanel Stickle	856-8284	3044
Amber Hill	856-8068	4156
Charlene Conner	856-8322	4042
Maria Jensen	856-8370	4228

**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)

There are 4 AED units on floors 1-4 of the building. AEDs are centrally located near the atrium or directly above it on the higher levels.

### **The First Aid Kits are located at:**

- Teacher Education Front Desk Suite 1000
- SoE Library Front Desk Room 1163
- Duplicating Office/ETS Room 1238
- Center for Human Growth Room 0001
- Instructional Systems Technology (IST) Room 2276
- Center for Research Learning and Technology Room 2048
- 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 faculty or staff members who are injured on-site should report the injury promptly to SoE HR for consideration under Worker's Compensation.
- 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.**