

Designated roles of people during an emergency

When an emergency situation arises, it is best for all the relevant staff members to know what their specific roles/duties would be, to ensure that the emergency situation is dealt with in a prompt, professional and calm manner. Panicking DOES NOT help; it will make the situation worse.

Person 1 – treats patient

Person 2 – phones for help

Person 3 – phones next of kin

Person 4 – gets the first aid kit and AED

Person 5 – does crowd control – removes onlookers/bystanders from the scene.

Person 6 – goes and waits for the EMS to arrive

- ✓ Always have a back up plan/person in the event that one of the selected staff members are unavailable.
- ✓ Print copies and laminate – stick copies in strategic locations around the venue for reference purposes.