Emergency Medical Service Protocol (EMS)

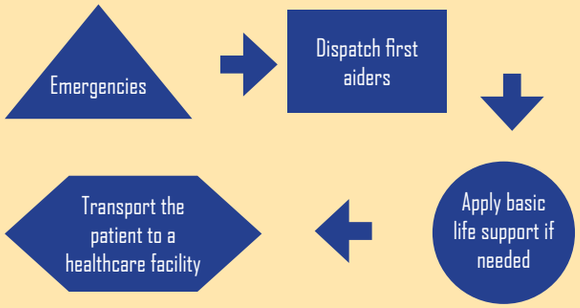
What is EMS?

The provision of emergency medical assistance by our healthcare workers who are dispatched as first responders during emergencies, disasters, and even outbreaks of infectious diseases.

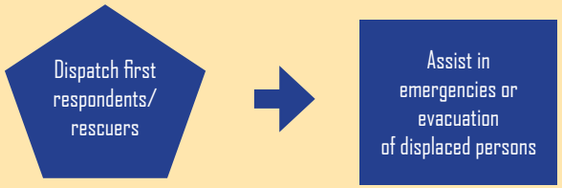
It is an essential part of the institute healthcare facility whose primary mission is to provide immediate medical attention in order to save lives and ensure safety.

Activating the EMS

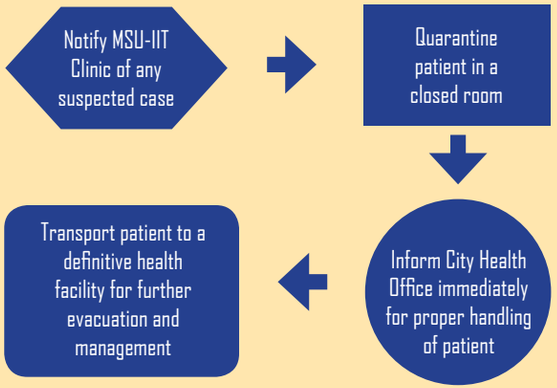
Emergency



Disasters



Notifiable Outbreaks



EMERGENCY CONTACTS

MSU-IIT

Security Office:	221-4062; 4001
Security Guard House:	4102
Clinic:	4444
(Institute Physician):	09173067682
	223-2770, 4119
MSU - IIT PPD:	223-2347

ILIGAN CITY

Emergency:	166
PNP Station 1, Tambo:	991
Fire Department:	160; 161
Traffic Division/K-9 Unit:	199
Adventist Medical Center:	223-0932
G Lluch Memorial Hospital:	221-2535
Iligan City Health Office:	221-6517
Iligan Light and Power, Inc.:	222-2777

EMERGENCY

Any untoward incident that requires immediate response is an emergency. Quick institutionalized response is needed for its containment. Timely and coordinated response is the key to avert disasters.

All institutions have specific vulnerabilities that give rise to emergency situations. Contingency plans and institutionalized response mechanisms designed to deal with potential crisis situations have to be put in place. This is the essence of a pro-active crisis management that everyone must internalize.

EMERGENCY ACTION GUIDE

This emergency action guide lays out the institutional arrangements that will be set in motion whenever the need arises. It provides basic information on what to do, where to go, whom to call to ensure a quick coordinated response. In any emergency, time is of the essence. All MSU-IIT constituents are enjoined to internalize this guide through frequent simulation drills and discussion sessions. For further details, visit www.msuiit.edu.ph or the Mindanao Center for Resiliency, OVCRE.

MSU-IIT Emergency Action Guide

MSU-ILIGAN INSTITUTE OF TECHNOLOGY 1968

MCR

Mindanao Center for Resiliency

DRRM-CCA

Disaster Risk Reduction Management and Climate Change Adaptation

EMERGENCY PREPAREDNESS PHILOSOPHY

The cost of being unprepared outweighs the cost of being prepared.

What to do in case of EMERGENCY

Fire

- Extinguish fire when manageable.
- Use fire extinguishers: **P**ull the pin, **A**im at the base of the fire, **S**queeze the nozzle and **S**weep from side to side (PASS).
- Leave the building calmly and call the appropriate emergency contacts.
- In case passage ways are filled with heavy smoke, cover nose with moistened cloth and crawl.
- Do not rush out to an exit to avoid stampede.
- Proceed to the designated evacuation or safety area.

Bomb Threat

- Call Security Office.
- Evacuate the building and do not enter the building until the device has been removed or disarmed, and the building declared safe for re-entry.

Typhoon

- Switch off electricity in the basement and/or first floor that may be flooded.
- Move to the highest floor of the building.
- Stay indoor and keep away from glass windows/structures during very strong wind/typhoon.
- Avoid contact with flood water.
- Monitor communication media for latest advisory.
- Place in secure location important documents and items.
- Wait for further instructions from the Campus Emergency Team.

Earthquake

- Keep calm.
- Duck under strong materials or stand near building posts/columns.
- Stay away from unstable objects/structures, electrical wires, glass windows/structures.
- Do not rush out to an exit to avoid stampede.
- Find cover until safe exit is possible.
- Stay in an open space at least 15 meters away from the nearest structure.

What to do in case of EMERGENCY

Locked-in

- STAY CALM.
- Shout for help if you have been locked in during class/office hours and you can hear movement of people from outside the door.
- Look out of the window and shout for help if you see people walking around.
- Use the office phone if available and dial the appropriate emergency numbers.
- Use your mobile phone.
- Put on-and-off the lights or make intermittent noise by banging on the wall or window to attract attention of security men on patrol or of people passing by. Wait until you are noticed and shout for help.
- Again, STAY CALM until you have been let out of the area.

Radioisotope and Hazardous Chemicals

- Raise the alarm and report the spill to lab supervisor.
- Isolate the hazard.
- Restrict unnecessary movements.
- Clean up.
- Evacuate.

PREVENTION

Fire

- Place all fire extinguishers in uniform strategic locations, preferably near the door, in all offices.
- Know the entry and exit points and the location of the fire extinguisher.
- Call appropriate emergency contacts.
- Require all students to save all emergency contact numbers in their cellphones.
- Incorporate emergency contact numbers in the school IDs.
- Conduct regular drills.

Bomb Threat

- Report the location of the suspected Improvised Explosive Device (IED) to MSU-IIT Security.
- Conduct regular drills.

Earthquake

- Know the entry and exit points.
- Conduct regular drills.

PREVENTION

Laboratory Safety Hazards

- Install smoke detectors in laboratories.
- Maintain fire extinguishers and emergency showers in laboratories.
- Maintain first aid kits in accessible location in the laboratory.
- Maintain a good inventory of chemical, biological, and other types of potentially hazardous materials with each item fully accounted for.
- Post standard laboratory safety rules.
- Keep all laboratories and storage facilities clean and orderly all the time.
- Store flammables only in designated fire-proof cabinet or compartment.
- Secure risk group 2 or higher biological material: (bacteria, fungi, viruses, etc.) only in a designated secure laboratory managed by the institutional biosafety/biorisk officer.
- Store risk group 1 biological materials in designated refrigerators.
- Use tamper-proof door locks and refrigerator or freezer locks for high-risk biological/chemical agents.
- Secure all compressed gas cylinders in locations safe from earthquakes and fires.
- Install all lab rooms with two separate doors: main door and another for exit or emergency use.
- Labs handling radioactive materials must have the proper Geiger counters.
- Observe proper disposal of biological and chemical wastes.
- All personnel handling potentially hazardous and hazardous biological and chemical materials in the lab should have the appropriate training and shall provide the Institutional Biosafety Committee/Chemical Safety Committee copies of protocols for validation.

Typhoon

- Prepare emergency plan and conduct regular drills.
- Monitor communication media for latest news and advisories.
- Wait for further instructions from the Campus Emergency Team.

Medical

- Refer to Emergency Medical Service Protocol (EMS) at the back leaf.