

GILES CHEMICAL		
COMPANY PROCEDURE		
Standard Operating Procedure	Page : 1 of 2	Revision : Date :11
Author: Stacy Lindsey/Tina McConnell Title: How To Respond To A Medical Situation		

**Safety:** General safety attire for the area. If coming in contact with person's bodily fluids rubber gloves must be worn. Additional safety supplies may be needed depending on the severity of the situation.

**Purpose or Objective:** To ensure all medical situations are handled properly and employee are protected from Bloodeborne Pathogens.

**Procedure:**

- 1) Any employee who requires a Band-Aid may receive a Band-Aid from any employee. However, the employee requiring the Band-Aid must apply the Band-Aid him/herself.
- 2) If an employee is bleeding, who requires First-Aid beyond a Band-Aid, he/she must report to an Emergency Responder or the Safety Department.
- 3) In the event of a serious situation any employee may use best judgment in aiding another employee.
- 4) Safety Department and/or Emergency Response Team are responsible for cleaning-up any blood or bodily fluids. Gloves, biohazard containers, and bleach will be located in the office, lab and breakroom.
- 5) In case of an unidentifiable medical condition dial 911.
- 6) Please remember calling 911 is an option that is always open for use no matter how severe the situation is.

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**TRAINING DOCUMENTATION**

	EMPLOYEE	TITLE	SIGNATURE	DATE
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