

# IN AN EMERGENCY

- 1** Take a deep breath and stay calm.
- 2** Dial **9** then **911**.
- 3** The dispatcher will say “ambulance, fire, police”  
State the service(s) you require. (i.e. ambulance)
- 4** When asked, our address and phone number are:
- 5** The dispatcher may ask you to describe the emergency, the condition of the victim, or how the situation is being treated (i.e. staff may be performing CPR). **Answer to the best of your knowledge.**
- 6** Hang up **last**.
- 7** Go to the staff dealing with the emergency and relay that the 911 call has been made.
- 8** Send a staff member to meet the emergency personnel.