



"Creating Life Opportunities"

Policy and Procedure # 220

Client Medical Emergency Procedure

Approval: /S/ Dani Cook Effective Date: 10/29/2020

POLICY:

During the course of employment at EFI emergencies may occur. In the event that an EFI client experiences a medical emergency, employees are expected to take immediate action.

REFERENCE: DDA Policy 6.09

PROCEDURE:

If, in the judgment of the employee on duty at the time, medical attention is necessary for the health and safety of the client, the following procedures shall be followed:

1. Employees will call 911 emergency services if the emergency requires more than basic first aid:
 - a. Employees will follow directions as provided by the 911 operators or EMS (Emergency Medical Services).
 - b. Employees will make EMS aware of existing advanced directives.
2. Employees are required to initiate CPR in all cases when a client's heart or breathing stops unless the client has a signed POLST (Physician's Order for Life Sustaining Treatment) stating to not attempt life-sustaining treatment.
3. Once the situation is stabilized the employee will notify the supervisor by the quickest possible method and follow up by completing and forwarding an Incident Report to their supervisor.
4. The Department Director will notify within 1 hour:
 - a. The Executive Director.
 - b. The Case Manager.
 - c. The guardian, Power of Attorney, parent or another designated family member or friend.