



West Virginia DEPARTMENT OF
EDUCATION

Basic First Aid for Medical Emergencies

August 2019

Session Objectives

- Recognize the benefits of obtaining first aid and CPR certification.
- Identify proper procedures for a variety of medical emergencies.
- Assist in administering first aid when a student or co-worker is injured.

General Emergency

- Remain Calm
- Never leave or move ill or injured unless in danger
- Call 911 and guardian
- If trained and necessary, initiate CPR
- If student is transported to hospital, appropriate school representative should accompany and take Emergency Medical Card.
- Accident report must be completed within 24hours of occurrence.



Anaphylactic Reaction

- Determine if known allergies
- Assess for symptoms: rash, swelling, difficulty breathing, flushed skin
- Give the victim medication (Epinephrine Auto-injector)
- Call for help ASAP (911, school nurse)
- Document time of Epinephrine Auto-injector administration
- Transport to hospital by ambulance



Bites and Stings

Step	Action
1	Make sure the scene is safe. Get the first aid kit. Wear PPE.
2	Phone or send someone to phone your emergency response number (or 911) and get the first aid kit if <ul style="list-style-type: none">• The person has signs of a severe allergic reaction• The person tells you that she has a severe allergic reaction to insect bites or stings. Get the person's epinephrine pen if she has one.
3	If a bee stung the person <ul style="list-style-type: none">• Look for the stinger. Bees are the only insects that may leave their stingers behind.• Scrape away the stinger and venom sac by using something with a dull edge, such as a credit card.
Step	Action
4	Wash the bite or sting area with a lot of running water (and soap, if possible).
5	Put a bag of ice and water wrapped in a towel or cloth over the bite or sting area for up to 20 minutes.
6	Watch the person for at least 30 minutes for signs of an allergic reaction.



Bleeding

- Determine cause of injury
- Wear gloves
- Stop the flow of blood
- Cover the wound
- Apply pressure
- If arm or leg is bleeding, elevate if possible
- If moderate/severe bleeding continues call 911
- Notify guardian



Not Breathing

- Administer CPR:
- Lay the person on his or her back
- Give chest compressions
- Tilt head slightly
- Breathe into the person's mouth
- Continue until AED or EMS personnel arrive



Chest Pain

- If an adult ask if history of heart problems and if medication is needed
- Call 911 and guardian
- Get AED
- Have individual sit up-right and do not leave alone
- Loosen tight clothing
- Be prepared for further life-saving interventions such as CPR or AED if needed



Choking

If individual cannot breathe, speak or cough proceed with the following care:

- Ask “Are you choking?”
- Call 911
- Perform abdominal thrusts
- Begin CPR if loss of consciousness
- Continue CPR until individual speaks, moves or breathes or until someone with more training arrives and takes over.



Broken Bone

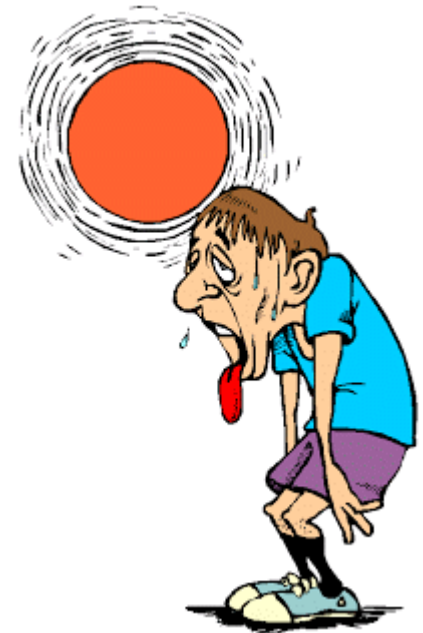


- Assess for deformity, pain, rapid swelling, bruising, inability to move the affected part, coldness or numbness
- Do not move injured part
- Open Fracture (bone through skin): cover wound and call 911
- Closed Fracture: Elevate if possible, apply ice for 15 minutes, notify guardian

Heat Exhaustion

Step	Action
1	Make sure the scene is safe. Get the first aid kit. Wear PPE.
2	Phone or ask someone to phone your emergency response number (or 911).
3	Have the person lie down in a cool place.
4	Remove as much of the person's clothing as possible.
5	Cool the person with a cool water spray.

Step	Action
6	If cool water spray is not available, place cool damp cloths on the neck, armpit, and groin area.
7	Have the person drink something that contains sugar and electrolytes, such as juice or a sports drink, or water if the others aren't available.



Foreign Body Ear/Eye

- Ear:

- Never attempt to remove object from ear
- Notify nurse/guardian to seek medical attention



- Eye:

- A direct blow to the eye (hit by ball, fist, etc.) should always be referred to physician to rule out a deeper structure of the eye
 - Treatment
 1. Wash Hands
 2. If foreign body is easily seen, flush eye with warm clean water
 3. If foreign body is embedded in eye, notify nurse/guardian and advise medical attention
 4. Never under any circumstance, use a instrument to remove foreign body from the eye
 5. NEVER RUB THE EYE

Injury To Head

- Signs and Symptoms may include: bleeding from the ears, nose and mouth; headache, impaired consciousness, dizziness, nausea, unequal pupils and vomiting. Keep student under observation.
- Treatment:
 1. Keep individual lying down, do not move. Maintain open airway
 2. Notify nurse/guardian
 3. Immobilize the head in position found, especially if neck injury is suspected
 4. Apply ice to the injury. Do not put ice directly on skin
 5. Give nothing to eat or drink
 6. If individual becomes unconscious, even momentarily, call 911
 7. Always inform guardian of head injuries; no matter degree of injury



Overdose

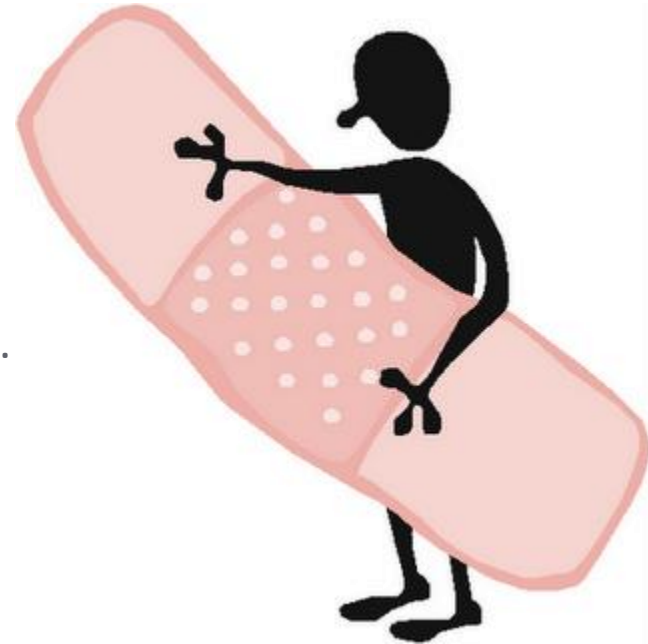
- Call 911/guardian/nurse.
- Watch breathing closely. If stops, start CPR.
- Be supportive, gentle and tolerant.
- Keep the environment darkened, quiet and peaceful.
- Do not restrict activity.
- Never leave individual unattended.
- Get overdose information as soon as possible as to type and amount.



Puncture Wound

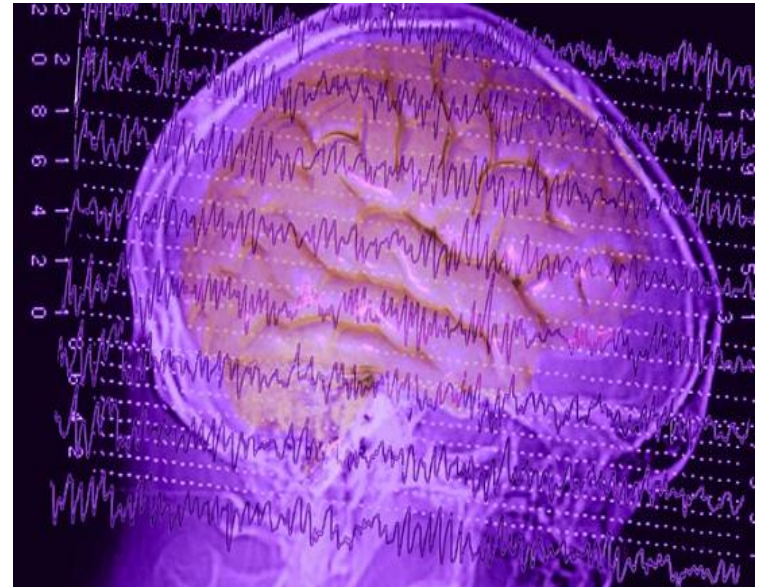
- Treatment:

1. Wear gloves.
2. If object is superficial remove object with tweezers.
3. Do not push the tweezers beneath the skin.
4. Wash the area with soap and water.
5. Place a dry bandage over site.



Seizures

- Remove victim from hazards and place on floor
- Loosen restrictive clothing
- Do not restrain movements
- Call 911 if injured, seizure lasting longer than 5 minutes, or has no history of seizures
- Observe details of seizure: duration, kind of movement or behavior, body parts involved and loss of consciousness
- Call parent or guardian



Universal Precautions

- Hand Washing

1. Remove all jewelry from hands and wet hands using warm, running water
2. Apply soap and lather well. Washing all surfaces for 30 seconds
3. Rinse hands well under running water
4. Dry hands thoroughly
5. Turn off water with clean, dry paper towel
6. If soap and water is not available, an alcohol-based hand rub may be used



1. Rub palm to palm



2. Palm to palm, fingers infected



3. Right palm over left dorsum and left palm over right dorsum



4. Backs of fingers to opposing palms with fingers interlocked



5. Rotational rubbing of right thumb clasped in left palm and vice versa



6. Rotational rubbing back and forwards with clasped fingers of right hand in left palm and vice versa



Universal Precautions

- Gloves must be worn when coming in contact with body fluids
- Discard gloves in the appropriate container after each use
- Hands should be washed following the removal of gloves



Clean-up Spills of Body Fluids

1. Spills of body fluids should be cleaned up immediately- **See custodian for clean-up steps and procedures**
2. Wear gloves
3. Apply sanitary absorbing agent, let dry and sweep up with broom or vacuum
4. Wash the area well using an approved disinfectant or a 1 to 10 parts water/bleach solution
5. Dispose of gloves, soiled towels and other waste as indicated