

**IN AN EMERGENCY, CALL:
+27 311 002 370**

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FIND OUT

- Where the incident is exactly
- What sort of incident it is & exactly how it happened
- How many people are hurt
- What sort of injuries or symptoms are immediately obvious

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GO TO YOUR INCIDENT COMMAND POST (ICP)

- You will have communications there and your organisation's Emergency Response Plan
- Don't go to the scene



*Immediately (en-route to the ICP) send one of your **FIRST RESPONDERS** to the scene to help the people*

*Have someone on scene start gathering the following **INFORMATION**:*

- Patient vital signs *
- Patient symptoms *
- ID or passport documents
- Medical Insurance policy number and phone number

* Look in your Emergency Response Plan for instructions

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Immediately after that, phone the INCIDENT MANAGEMENT CENTER on +27 311 002 370

Explain to them all the information you have, **BEFORE YOU:**

- Make any plans about how to respond
- Tell anyone what to do
- Move the patient anywhere
- Tell the patient anything about what will happen

DO NOT PHONE ANY PARAMEDIC OR AMBULANCE

Make sure you receive and understand an **INCIDENT ACTION PLAN** (IAP) from us