# **EMERGENCY PROCEDURES FOR STUDENT ORGANIZATIONS**

## **ON-CAMPUS INJURY**

- STEP ONE -

### If it is LIFE-THREATENING

Call 911

Perform first aid if TRAINED and the scene is safe.

### If it is NON-LIFE-THREATENING

### **Business Hours**

Go to Thielen Student Health Center.

### **After Hours**

Go to Mary Greeley Medical Center Emergency Room or follow up with primary care physician.

### - STEP TWO ———

Complete an ISU Incident Report via ISU Incident Portal within 24 hours.

Click "Report a New Incident" and select "Click here to report an injury to a Non-Employee."

## **OFF-CAMPUS INJURY**

#### ----- STEP ONE -

If the injury or event leading to the injury is significant, call 911.

If additional assistance and consultation is needed, call **DPS (515) 294-4428**.

### ----- STEP TWO-

Complete an ISU Incident Report via ISU Incident Portal within 24 hours.

Click "Report a New Incident" and select "Click here to report an injury to a Non-Employee."



Scan here for the ISU Incident Portal

riskmanagement.iastate.edu/Report

# MOTOR VEHICLE ACCIDENT

#### WITH INJURIES

------ STEP ONE -

Call 911.

Call Transportation Services (515) 509-1686.

If additional assistance and consultation is needed, call **DPS (515) 294-4428**.

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Complete an ISU Incident Report via ISU Incident Portal within 24 hours.

Click "Report a New Incident" and select "Create Multiple Incidents."

#### WITHOUT INJURIES

----- STEP ONE -

Call 911.

Call Transportation Services (515) 509-1686.

------ STEP TWO ---

Complete the Motor Vehicle Accident Incident Report via ISU Incident Portal within 24 hours.

Click "Report a New Incident" and select "Click here to report a Motor Vehicle Accident."