

## Section 8000 – Students

8650-R Medical Emergencies

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### Medical Emergencies

#### 1. Emergency Contacts

- a. Each parent/guardian will indicate student's health conditions as part of the District's registration process on an annual basis. Personal Health Information (PHI) will be maintained in compliance with FERPA.
- b. A list of emergency contacts will be provided during registration and updated as needed. The school is authorized to contact emergency contacts in the event of a medical emergency. If medical attention is required, and the school is unable to emergency contacts, the school has the authority to seek medical help.

#### 2. Medical Emergency Response Team (MERT) Procedures

- a. Each school will have an identified MERT (Medical Emergency Response Team) with a minimum of three members, who respond to medical emergencies according to the MERT procedure. The names of the MERT members must be submitted to the school nurse no later than two weeks after the start of each school year.
- b. The school nurse or designee will post the MERT procedure near telephones and in every classroom.
- c. MERT members will receive and maintain current CPR/AED certification and/or training and first aid certification and/or training.
- d. MERT teams will annually participate in drills and be evaluated by the school nurse. A report of drills will be sent to School Health Services each year.
- e. The school nurse will work with the principal to develop a plan for evacuation of disabled students in the event of a fire or power outage.

#### 3. Notification

- a. In the event of a medical emergency, MERT will evaluate the student's physical status, administer first aid, determine whether the condition requires emergency assistance., and will make recommendations to the principal, or program administrator according to the MERT procedure. If

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emergency assistance is suggested or required, a member of the MERT, principal, or building administrator will call 911 immediately.

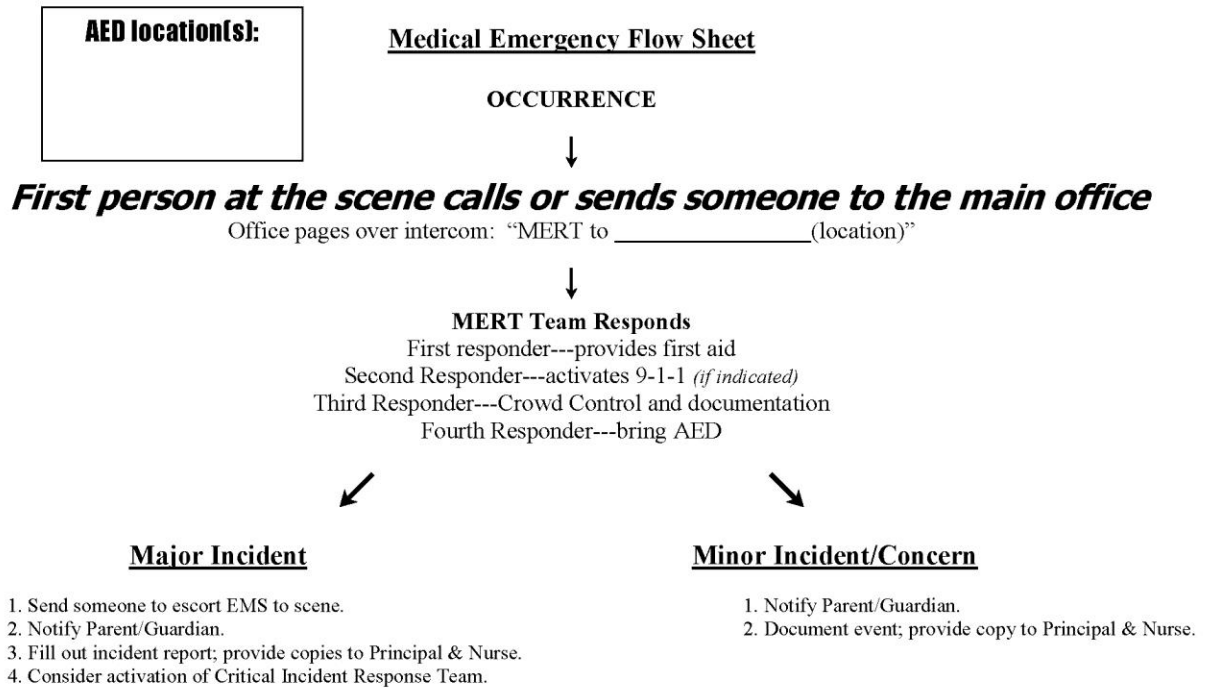
- b. All telephones in buildings must have the number posted for EMS--Emergency Medical System. (Such as - 9-1-1). The nurse or designee will be responsible for ensuring that the notice is posted.
  - c. The parent(s)/guardian(s) shall be notified of a medical emergency involving their student as soon as possible.
  - d. In the event the parent(s)/guardian(s) cannot be notified, attempts will be made to contact the following people in the sequence indicated:
    - emergency contact
    - school nurse
    - emergency personnel, if necessary.
  - e. School staff should consider notification of parent(s)/guardian(s) if the student witnesses an event that may be traumatic. If in doubt, direction should be given by the principal.
  - f. In the event of a medical emergency involving students on a school bus, upon notification, the principal or designee shall immediately report the incident to the transportation dispatch office-
4. Emergency Care
- a. Care will be provided according to first aid protocols. A copy of the student's emergency contact form and care plan shall accompany the student to the medical facility.
  - b. A first aid kit (with items as described in current health Services Supply list) must be taken on all school trips
  - c. The student must be transported by EMS if immediate medical care is deemed necessary. The student should be taken to the medical facility listed by the parent or guardian, accompanied by a school staff member. The parent/ guardian or emergency contact will be advised to meet the child and school staff member at the medical facility or doctor's office.
  - d. For any life-threatening emergency, the GRPS Public Safety Office must be contacted. The security office will then determine whether activating the

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Crisis Team (counselors) or the Critical Incident Response Team (liaisons for the police department) is warranted.

5. Reporting

- a. The principal shall ensure that all accident/incident reports are submitted to the GRPS Public Safety Office



**School Name**  
**Street Address**  
**Grand Rapids, MI 49XXX**  
**Main Phone Number**

Rules Accepted: June 29, 2009

Rules Revised: April 9, 2019