

FIRST AID AND MEDICAL TREATMENT

EFFECTIVE DATE: 03/15/86, **REVISED:** 09/14

1. EMERGENCY MEDICAL SERVICE

A. STUDENTS

The University's Student Health and Counseling Center has as its prime responsibility the prevention and treatment of accidents or illnesses to the UTM student body. Student Health and Counseling Services provide routine medical care to all full-time students during normal hours of operation when the University is in session. During other hours, emergency medical care for students may be obtained at the Martin Medical Center or Volunteer Community Hospital (VCH).

B. EMPLOYEES

Members of the faculty and staff may receive emergency medical care at the Martin Medical Center or VCH Emergency Room upon request.

C. VISITORS

The University Police will respond to emergency calls for visitors as well as for other persons on campus.

2. CHARGE FOR EMERGENCY MEDICAL SERVICE

Students utilizing the facility of the Student Health and Counseling Center will be guided by the instructions outlined in the student handbook. Students, faculty, staff and visitors utilizing the services of the Martin Medical Center or VCH Emergency Room are required to pay for services rendered. Payment for services rendered at Martin Medical Center or Volunteer Community Hospital may be made by cash, personal check or through medical hospital plans of which the individual may be enrolled.

3. WORKMEN'S COMPENSATION

Employees sustaining injuries coming within the scope of the Tennessee Workmen's Compensation Act should indicate at the time of treatment that a claim will be filed under the provision of the Tennessee Workmen's Compensation Act. The employee is personally responsible to pay, or to cause payment, for services rendered under the Tennessee Workmen's Compensation program.

4. PROCEDURES FOR SUMMONING AID

A. The University Police have been designated as the campus agency to respond to all emergencies, including accidents and serious illnesses. The responding police officer will render first aid and, if required, notify EMS to respond and effect transportation to the designated facility.

UT Martin Environmental Health & Safety – Safety Procedure

- B. The University has designated the Department of Public Safety's (DPS) telephone number, (731) 881-7777, as the emergency line for the campus. Help can also be summoned by dialing 911.
- C. For assistance, dial 991, (731) 881-7777, or extension 7777 on campus. Then, the caller will be asked by the dispatcher to:
 - (1) Give your name,
 - (2) Advise as to the nature of the call,
 - (3) Give the location and severity of the incident, and
 - (4) Give a telephone number where the caller can be contacted again, if necessary.
- D. Important: **Remain on the telephone line until the DPS dispatcher releases your call.**
- E. If directed by responding officers, the DPS dispatcher will dispatch emergency equipment to the scene and will advise the Martin Medical Center or VCH Emergency Room as determined by the police officer.

5. REPORTING

Refer to the Accident and Incident Reporting procedure for reporting requirements concerning accidents and incidents.