

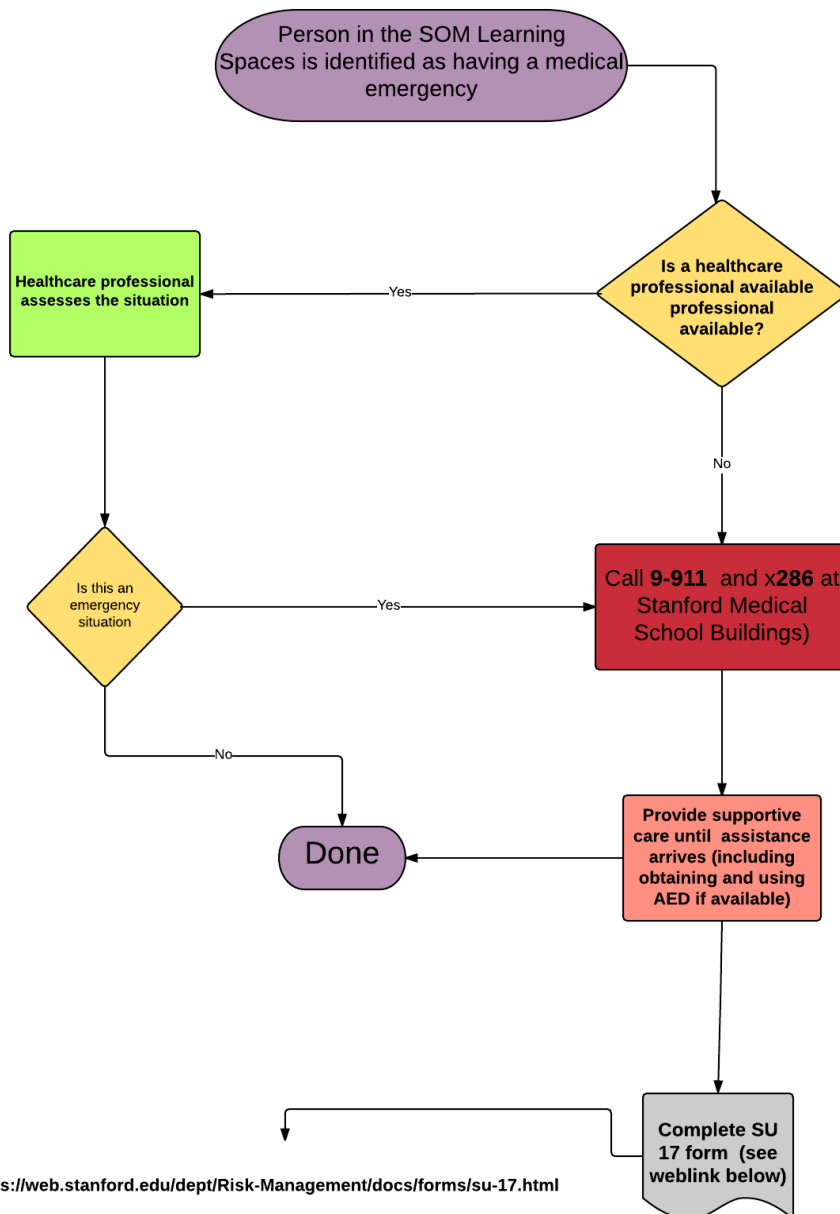
<b>School of Medicine Learning Spaces</b>	<b>Written by:</b> Sandra Feaster
<b>Name of Policy: Emergency Medical Services in School of Medicine Learning Spaces (2 pages)</b>  <i>Adopted from Stanford Medicine Policy for Emergency Medical Services at Stanford Medicine Outpatient Center</i>	<b>Approvals:</b> Mary Ayers Assistant Director, CISL Operations and Learning Spaces  David Gaba, MD, Associate Dean, CISL
<b>Document Archive Location:</b> CISL Medicine Box	<b>Approval Date:</b> March 9, 2016

1. **Purpose:** To provide guidance for faculty, staff, students and visitors if a medical emergency arises in any of the teaching spaces of the School of Medicine (Alway Building, CCSR, LKSC)
2. **Policy**
  - a. School of Medicine Learning Spaces are considered non-clinical spaces and does not provide for medical care.
  - b. The Immersive Learning Center in the LKSC does NOT substitute for a medical facility, despite having medical equipment and other clinically appearing equipment and supplies. This space should NOT be utilized to render medical care.
  - c. For purposes of this policy, an Emergency Medical Condition is defined as a medical condition manifesting itself by acute symptoms such that the absence of medical attention could potentially result in further symptom manifestation. (Examples: acute chest pain, sudden loss of motion in limb, difficulty talking, and seizure).
3. **Procedure**
  - a. In the event that an individual requires **immediate emergency care** the first responder (staff, faculty) will:
    - i. Call **9-911** for emergency care management and a secure transport to a hospital emergency department (NOTE: this will go to local EMS provider)
    - ii. Obtain AED if indicated
    - iii. Call **Stanford Health Care Security – 723-2222**
    - iv. Provide support to the individual while awaiting arrival of EMS personnel (up to and including Basic Life Support)
    - v. Request assistance from someone with medical expertise (physician, nurse) that may be nearby
    - vi. Stay with the person in need until assistance arrives
    - vii. Complete an SU-17 with the assistance of the CISL Learning Spaces Team or SOM employee. <https://web.stanford.edu/dept/Risk-Management/docs/forms/su-17.html>
  - b. If the individual’s condition does not require a secure transport to an emergency department, or the individual refuses an ambulance, the employee

will:

- i. Direct the individual to Stanford Healthcare’s emergency department including assistance as may be appropriate.
  - ii. If the individual intends to drive to the emergency department, the employee will contact the emergency department and inform the emergency department staff at the receiving hospital of the individual’s expected arrival, condition and status.
  - iii. Complete an SU-17 <https://web.stanford.edu/dept/Risk-Management/docs/forms/su-17.html>
- c. Documentation Requirement
- i. In all instances, a SOM employee must document the incident on an SU-17.

### Emergency Medical Situation in SOM Learning Spaces



<https://web.stanford.edu/dept/Risk-Management/docs/forms/su-17.html>

**AEDS are locate in the following locations:**

**LKSC**  
2<sup>nd</sup> and 4<sup>th</sup> floor  
ground floor - TBD

**CCSR**  
1s floor  
(orange wall slide upon entering from the courtyard)

**Always Building**  
1<sup>st</sup> floor Suite M121

**MSOB**  
1<sup>st</sup> floor lobby by the elevator

**HRP**  
1<sup>st</sup> floor outside T116