

# DKIT FIRST AID EMERGENCY PROCEDURES

## ASSESS THE NATURE OF THE INCIDENT:

### SLIGHT / MINOR

IF THE INJURY IS STRAIGHT FORWARD, IT CAN BE DEALT WITH BY THE NEAREST AVAILABLE FIRST-AIDER.

1. **Contact First Aid Responder** (List of all available First Aid Responders is displayed beside the First Aid Cabinet at each First Aid / AED Station) or,
2. **Contact the Student Health Unit** (Mon-Fri 9.00am-4.30pm) Nurse: 2245 / (Mon-Fri after 6.00pm, All day Saturday & Sunday) Institute Doc on call 0429320038.  
Sick or injured staff member / student can attend the Nurse / Doctor for assessment & treatment.

### MODERATE / WORRYING

IF THE INCIDENT REQUIRES IMMEDIATE MEDICAL ATTENTION:

1. **Contact the Student Health Unit** (Mon-Fri 9.00am-4.30pm) Nurse: 2245 / (Mon-Fri after 6.00pm, All day Saturday & Sunday) Institute Doc on call 0429320038.  
Sick or injured staff member / student can attend the Nurse / Doctor for assessment & treatment.
2. **Contact First Aid Responder** (List of all available First Aid Responders is displayed beside the First Aid Cabinet at each First Aid / AED Station).
3. **Arrange for transport** to local A & E Department (Louth County Hospital for Minor Injuries Clinic / Our Lady of Lourdes Drogheda for other), if advised by Health Unit.  
Note: Taxi can be arranged through Reception.

### SERIOUS

IF THE INCIDENT IS SERIOUS:

1. **Contact Emergency Services** immediately on 112 / 999.
2. **Contact the Student Health Unit** (Mon-Fri 9.00am-4.30pm) Nurse: 2245 / (Mon-Fri after 6.00pm, All day Saturday & Sunday) Institute Doc on call 042 9320038.
3. **Contact First Aid Responder** (List of all available First Aid Responders is displayed beside the First Aid Cabinet at each First Aid / AED Station)
4. **Stay with the casualty.** Do not move them unnecessarily.
5. **Reassure them** and keep them comfortable until the ambulance / medical assistance arrive.
6. **Arrange a friend or responsible person to accompany** the staff member / student to the hospital. Contact next of kin.
7. Note: For International students (including Research Students), contact the International Office - Summer Murphy 087 7511519 - who can help with Language issues, Health Insurance, Next of Kin, Hospital visits etc.

For more information refer to Dkit's First Aid Policy

<https://www.dkit.ie/health-safety/first-aid-policy>