

Illness or Injury

For All Life Threatening Illnesses or Injuries - Dial 911. Answer all questions and do not hang up until told to do so.

AED's are available for use by appropriately trained personnel.

AED's are located in cabinets that are clearly labeled and identified as AED units.

Notify Campus Police.

Injury/Illness Reporting Requirements

- **Students** who suffer an injury should immediately report the injury or illness to their Instructor. The Instructor and/or Student should contact Campus Police for assistance.
- **Visitors/Guests of VSCC** who suffers from an injury on campus, should immediately report the injury to Campus Police.

Employee/On-the-Job Injury Reporting

Employees with a serious/life threatening work related injury should call 911 and/or contact Campus Police. Campus Police will contact the Director of Environmental Health and Safety who will initiate a workers compensation claim through Sedgwick CMS.

Employees with minor work-related injuries should contact the Director of Environmental Health and Safety Ext. 3617, during normal business hours, to file a report. After business hours, contact Campus Police. Campus Police will initiate report and forward to the Director of Environmental Health and Safety. Treatment for non-life threatening work-related injuries must be pre-approved by Sedgwick CMS.