MEDICAL EMERGENCIES

1. If you witness any serious injury or illness occurring at the campus, call immediately **112**.
2. Be sure to give the following information:
    - The nature of the medical emergency and whether or not the victim is conscious, breathing and the pulse is perceptible.
    - The location of the victim.
    - The name, approximate age and gender of the victim.
    - Any other crucial information, such as events leading up to the emergency or known past medical history of the victim.
    - Your name and telephone number.
3. If you have any problems with reporting the incident, inform Rector's Proxy for Security Affairs – **501 556 557**.
4. If there is an urgent need of first aid trained personnel should provide it until the arrival of an ambulance. The updated list of such people is at the campus reception desk in the lobby – **22 4572 300/301**. Besides, you can try to get in touch with the university doctor during her office hours (**room 24** – Mondays, Tuesdays, Wednesdays and Fridays between 09.00-11.00, Saturdays during classes between 12.00-14.00).
5. Keep the victim still and comfortable until help arrives. Do not move her/him.
6. If possible, secure the victim's id, insurance card and medical documents.
7. Upon arrival of the emergency medical unit, remain and provide any specific information about the victim and the condition that you are aware of.
8. After the student is being taken care of by professional medical staff, get in touch with the Dean's Office (**room 108/109**) or the International Relations Office (**room 122**), whose employees will notify her/his relatives about the case and will monitor the case.