

# The Manor House

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## **Medical Emergency Policy and Procedure** Amended on 02/03/2016

### **Purpose**

- To support and train employees to deal effectively with medical emergencies.

### **Scope**

- medical emergencies.

### **Policy**

- Sue Curry or Pauline Reid( qualified first aider) will stay with the Service User, sending a Carer to telephone the GP, or collect equipment.

### **Procedure**

- Staff training in medical emergencies and basic first aid will be included in the Training Plan.
- Staff will summon the Service User's GP or emergency ambulance service as instructed by the care supervisor.
- Care staff will inform other appropriate staff that an incident is taking place and return to the aid of Sue Curry or Pauline Reid, looking after the Service User to receive further instructions.
- Inform relatives.

ALL EMERGENCY ACTION MUST BE DOCUMENTED IN THE

## **Service User Care Plan**

IMMEDIATELY FOLLOWING THE INCIDENT.