## 6.18 Graduations-Medical Aid

| Purpose | Security Officers will provide the first response in medical emergencies. |
| Guideline | All Campus Security Officers will hold as a minimum, a Senior First Aid Certificate.  
Officers, if called upon, are to administer First Aid up to the level of their training and competence.  
During Graduation Ceremonies, a first Aid Kit, Oxyviver and Defibrillator are available for use behind the stage.  
In the event of a Medical/First Aid emergency security officers are to administer First Aid up to the level of their training and competence.  
If the nature of the injury or illness is considered to be life threatening, the attending security officer is to contact the Control Centre immediately and have them contact an ambulance.  
If medical treatment beyond immediate first aid is required the following action is to be taken:  
- If the injured are mobile recommend they attend the University’s, or a local Medical Centre. Security may transport persons requiring First Aid to the University Medical Centre ONLY.  
- If the injured person cannot make their own way to a Medical Centre, arrange for an Ambulance to attend.  
DO NOT MOVE OR TRANSPORT ANY INJURED PERSON UNLESS IT IS NECESSAR FOR THEIR SAFETY.  
When an ambulance is requested, the Control Centre Operator will dispatch the Mobile Rover to meet with the Ambulance on Talavera Road.  
Immediately after attending to the First Aid incident, the attending Security Officer will complete an Incident Report.  
Security Officers requiring First Aid or any other medical attention whilst on duty will inform their immediate Supervisor (CCO/Security Ops Co/Sec Man).  
Incidents involving Security personnel must be reported to a Health and Safety Officer as soon as possible, and in all cases no longer than 24 hours after the incident.  
In addition, the Campus Security Manager and Security Operations Coordinator are to be furnished with a copy of any accident injury report.
Security Staff are reminded:

1. Legally, an injured person has the right to remain untouched by others.
2. Due to the young and multi-cultural population of this Campus, First Aid Officers must be sensitive to cultural differences. E.g. In some cases male officers cannot touch Muslim females.
3. In an emergency, 'Implied Consent' applies when the injured person is unable to voice or show objection to First Aid and the given First Aid is reasonable.
4. In the case of a major injury, the First Aid Officer is responsible for the injured person until relieved by ambulance personnel or medical staff.
5. Every incident is to be documented to fulfil the requirements of various Statutes and also serves to protect the person rendering First Aid should any legal action be taken. (Form 27.05a)