



THE JOINT INDUSTRY BOARD OF THE ELECTRICAL INDUSTRY

JIB Services, LLC – JIB Medical P.C.

TITLE: MEDICAL EMERGENCY POLICY LOCATION: 158-11 Harry Van Arsdale, Flushing, NY	ISSUED: 08/13/2019	REVISED: 01/05/2023
---	-------------------------------------	--------------------------------------

Purpose: In the event of a medical emergency inside of the building (excluding JIB Lanes) or on authorized JIB Flushing property, including the Auditorium, Courtyard, Lobby, and the immediate building exterior, the JIB Medical Clinical Response Team and JIB Security will respond in order to provide appropriate stabilizing care until 911 or EMS arrives. This policy **does not** replace contacting 911 in the event of a medical emergency. JENA Optical and the Electchester Shopping Center are **excluded** from this policy. This policy is applicable only during the normal course of JIB Medical P.C., business operations and hours. Any clinical or stabilizing care which may be rendered in response to a medical emergency is subject to the reasonable practical limitations which may be imposed depending on the individual nature of the particular emergency and the capabilities of the facility.

Employee Steps to Take During Medical Emergency

Every medical emergency is different. By definition, most medical emergencies require immediate professional attention. For this reason, in the event of a medical emergency, the first course of action must be to call 911. Beyond that, here are few steps that should apply in the case of most medical emergencies:

- **Immediately Call 911** In the case of most medical emergencies, the sooner you call 911, the better. Make sure someone is responsible for dialing 911 before taking any further steps.
- **Call ext 5555 JIB Medical Nursing Station** The supervisor or office manager of the area or another employee should notify the JIB Medical Team by dialing extension 5555 and provide a description of the medical emergency and exact location of the incident.
- **Call JIB Security 1122 or 1121**
 - JIB Security will escort EMS to the location of the medical emergency and remain with EMS until they leave the building. Security will timely prepare the necessary patrolman incident report and submit it to the HR Department.
- **Stay calm and remain with the injured Person- Assess the situation**

Look for any potential hazards that could be dangerous to the injured party or individual subject to the medical emergency. If you notice any hazards, do your best to remove them or ask for help to assist you. DO NOT MOVE an injured person unless not moving them would be life-threatening. If you must move them, do so carefully, especially if a neck or back injury is suspected. **Do not offer** water or food to the injured party until EMS or a trained professional examines them.

JIB MEDICAL CLINICAL RESPONSE TEAM



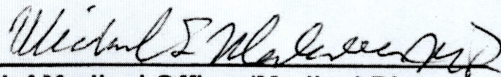
THE JOINT INDUSTRY BOARD OF THE ELECTRICAL INDUSTRY


JIB Services, LLC – JIB Medical P.C.

- The JIB Medical Response Team will (i) respond to the emergency call, (ii) clinically assess the injured party upon arrival to the incident location, and (iii) render any appropriate stabilizing medical care as may be needed until EMS arrives. If necessary, the Response Team will call for the assistance of a JIB Medical physician while awaiting EMS.
- The Medical Response Team will provide all necessary information to the EMS team for the transfer of care to EMS.
- The Medical Response Team will be periodically trained by JIB Medical P.C., to respond to medical emergencies under this policy.

JIB HR Department

- **HR will notify the emergency contact on file for JIB Staff only.**
JIB employees are required to maintain Emergency Contact information on file. If the incident is involving Electchester or Local 3 staff/visitor, JIB HR will email their respective HR Department.
- **Make a record of the Incident**
Once the medical emergency is over, an incident report should be prepared accurately as possible of the events that transpired.


Chief Medical Officer/Medical Director


Assistant Medical Director/Physician