

Fairfield County

Non-Employee Accident/Incident/Illness Procedure

1. Assess the situation, if serious, life threatening, or injured person cannot self-transport or is not ambulatory without assistance, call 911.
2. Make the injured person as comfortable as possible and provide applicable first aid.
3. Do not move injured person unless assistance is requested or the injured person initiates movement.
4. Never transport the injured person in a personal or County vehicle.
5. Listen to all statements from the injured person regarding the cause of the injury, prior medical conditions, or medications used at the time of the incident and document everything.
6. Inform Human Resources of the incident, immediately.