

MAJOR INJURY AND ACCIDENT EVENT AND REPORTING POLICY AND PROCEDURE

MAJOR INCIDENTS AND ACCIDENTS:

- If you are the primary participant at the scene, take charge, using a calm voice and use clear communication.
- The participant with the highest level of appropriate certification is delegated the responsibility to aid the injured party.
- If 911 is called, one participant should be delegated to meet with emergency response and instruct to the scene.
- Contact the Camp Host as soon as possible. Provide a clear description of the emergency and your location.
- Camp Host should gather all information to begin Incident/Accident Report. Summarize the situation and answer questions. Report should be prepared within 24 hours.
- Do not speak to members of the press and minimize videos/photos of the scene. Direct all questions regarding the accident/incident to the O.N. Board of Directors.

AED USE

- AEDs is in the Health Center and clearly marked, follow Instructions on device for use.
- Following deployment of the AED device, an incident/accident report shall be completed within 24 hours.
- Replace used pads to place unit in a “ready” mode

REPORTING REQUIREMENTS

- **Communicable disease and foodborne illness outbreak, including reporting and notification to the health department.** Note: A list of reportable communicable diseases can be found in appendix A to ch. DHS 145. For more information on diagnosis and symptoms of foodborne illness refer to ch. ATCP 75 Appendix s. 2-201.11 (A) (1) and (2).
- Camp Hosts and Board Members understand and abide by Acknowledgement of Reporting Requirements in regards to Death, Illness, or Injury as stated in [ATCP 78.29](#).

Approved by the Board of Our Nawakwa, Inc. on the day of JULY 25, 2024.

Amended September 19, 2024. Nicole Verdon, Chair, Our Nawakwa, Inc. and approved by the Board of Directors