

Georgia Tech Laboratory Emergency Procedures

DO THIS NOW

1. If the incident poses a hazard to the building/occupants outside of this lab pull the fire alarm and evacuate the building
 - a. If possible, call GT PD from a cell phone outside
 - b. Stay close by and identify yourself to first responders- you may be the only one who knows the nature of the emergency
2. If the incident involves a chemical exposure you will either
 - a. Remove the victim to fresh air
 - b. Have them remove all contaminated clothing and shower in an emergency shower for 15 minutes
 - c. Have them rinse their eyes in an eyewash for 15 minutes

3. Call GT Police by dialing 911.

- a. Information that Responders need:
 - i. I am on the Georgia Tech Campus
 - ii. The Street Address of this Building is _____
 - iii. My room number is _____
 - iv. Describe the nature of the emergency:

<input type="checkbox"/> Spill with human exposure	<input type="checkbox"/> Electrocution
<input type="checkbox"/> Large spill, no human exposure	<input type="checkbox"/> Seizure, amputation, etc
 - v. Tell them if you think you will need an ambulance
4. If the exposure involved hydrofluoric acid (HF) apply calcium gluconate to the exposed area
5. If the chemical is known, print out 3 copies of the MSDS, one for First Responders, One for Ambulance Crew, One for the police/EHS
6. Give this sheet (and an MSDS) to the ambulance crew
7. Do not transport the victim yourself
8. EH&S Recommends that all chemical exposure cases go to Grady Hospital because it is a Level 1 Trauma Center with personnel who are trained to deal with chemical exposures.

DO THIS AFTER THE POLICE COME

9. Try to locate the victim's identification, wallet, and cell phone to take to the hospital with them
10. Contact the victim's supervisor to initiate worker's compensation reporting procedures.

All bills and medical reports should be sent to the address listed below:

Georgia Department of Administrative Services (DOAS)
Risk Management – Workers' Compensation Unit
205 Jesse Hill Drive, East Tower, Suite 260 PMB 38198 Atlanta, GA 30334

Students requiring assistance may call the Georgia Tech Student Affairs Office/Dean of Students

During regular work hours call 404-894-6367 Option 9
After Hours or on Weekends call the GT Police at 404-894-2500 and ask them to page the Dean on Duty

Updated 1/18/10
GT EHS 404-894-4635