

For a serious accident or emergency of a life threatening nature or a fatality including if the accident or illness results requires resuscitation or admission to a hospital and if illness is suspected of being water, food, airborne, or spread by contact.

The person in charge must complete in the following order:

1. Give priority attention to providing all possible care for the injured person. Secure doctor, ambulance, clergy, and police as appropriate.
2. In the event of a fatality—always notify police.
3. See that no disturbance of victim or surroundings is permitted until police or medical personnel have assumed authority.
4. Retain a responsible adult at the scene of the accident or emergency.
5. Call designated Council personnel. In the event you cannot reach the first person, proceed to the second.

Chief Operating Officer (COO)

Leadership Center: 800-342-8389

Cell: 515-306-1043

Chief Financial and Human Resources Officer (CFHRO)

Leadership Center: 800-342-8389

Cell: 515-460-7944

6. Refer all media (press, radio, TV) inquiries to the VP of Marketing and Communications listed below, or the COO or CFHRO. Make no statement to the media.

VP of Marketing and Communications

Leadership Center: 800-342-8389

Cell: 319-427-1237

Accident Procedures

For accidents requiring more than first-aid care please complete the following.

The person in charge must:

1. Notify parents and explain the situation. The parents should make arrangements to get the child and take her to their physician OR make arrangements for one of the leaders to take the child to the doctor's office of hospital to meet the parents.
2. Report accident to the Girl Scout Leadership Center at 800-342-8389 the next business day.
3. Complete the Girl Scouts of the USA Insurance Claim Form. Send completed form and all doctor and/or hospital statements to Girl Scouts of Greater Iowa, Attention: Finance Department.
4. Refer all media (press, radio, TV) inquiries to VP of Marketing and Communications, COO, or CFHRO listed above.

Girl Scouts of Greater Iowa

Emergency and Accident Procedure Cards

 girl scouts of greater iowa	Emergency Procedures For a serious accident or emergency of a life threatening nature or a fatality including if the accident or illness results requires resuscitation or admission to a hospital and if illness is suspected of being water, food, airborne, or spread by contact. The person in charge must complete in the following order: 1. Give priority attention to providing all possible care for the injured person. Secure doctor, ambulance, clergy, and police as appropriate. 2. In the event of a fatality—always notify police. 3. See that no disturbance of victim or surroundings is permitted until police or medical personnel have assumed authority. 4. Retain a responsible adult at the scene of the accident or emergency. 5. Call designated Council personnel (listed below). In the event you cannot reach the first person, proceed to the second, then third. 6. Refer all media (press, radio, TV) inquiries to VP of Marketing and Communications, COO, or CFHRO listed below. Chief Operating Officer (COO): Leadership Ctr.: 800-342-8389 Cell: 515-306-1043 Chief Financial and Human Resources Officer (CFHRO): Leadership Ctr.: 800-342-8389 Cell: 515-460-7944 VP of Marketing and Communications: Leadership Ctr.: 800-342-8389 Cell: 319-427-1237
 girl scouts of greater iowa	Accident Procedures For accidents requiring more than first-aid care please complete the following. The person in charge must: 1. Notify parents and explain the situation. The parents should make arrangements to get the child and take her to their physician OR make arrangements for one of the leaders to take the child to the doctor's office of hospital to meet the parents. 2. Report accident to the Girl Scout Leadership Center at 800-342-8389 the next business day. 3. Complete the claim form for Girl Scout Activity Accident Insurance. Send the completed form and all doctor and/or hospital statements to the Girl Scout Leadership Center. 4. Refer all media (press, radio, TV) inquiries to VP of Marketing and Communications, COO, or CFHRO listed on reverse.