

EMERGENCY PROCEDURES 2010 - 2011

**Columbia Bible College
2940 Clearbrook Road
Abbotsford, BC V2T 2Z8
604-853-3358**

24 Hour Security # 604-615-2106

1. **Call 911 immediately IF:** the person is unconscious; has trouble breathing; has chest pain or pressure; is bleeding severely; appears to have been poisoned; has injuries to the head, neck or back; has fallen (from considerable height).

1.1 Give the following information:

- Your full name and status
- Nature of emergency
- Exact location of emergency

1.2 Call Campus First Aid personnel (listed below) to assist patient until emergency vehicle arrives

1.3 Send someone to meet the ambulance - show them where to go

2. **In case of minor injury or illness:** call for or send person to one of the on-campus First Aid persons listed below

3. **In case of fire:** activate the alarm and call 911 immediately. Call Al Gerbrand @ 604-897-4938

4. **In case of accident:** call Grant Strachan (ext. 422), Student Development Office (ext. 423) or Security @ 604-615-2106

5. **In case of disturbance, intruder or suspicious persons/activities:** call Security @ 604-615-2106

6. **In case of emotional crisis:** call the Counseling Services Supervisor (ext. 326), Student Development (ext. 423) or the Dean of Students (ext. 354)

7. **For emergencies related to facilities:** call 604-615-2106

8. **Immobile Elevators:** call Campus Security 604-615-2106 and then the First Aid Attendant.

FIRST AID PERSONNEL ON CAMPUS:

Contact	Certification	Location	Extension #
Dan Boon	Advanced Certificate	Teaching Building	EXT. 352
Chris Dyck	Advanced Certificate	Teaching Building	EXT. 351
Curtis Pauls	Advanced Certificate	Teaching Building	EXT. 333
Grant Strachan	Advanced Certificate	Student Services Building	EXT. 422