EMERGENCY CARD

Before trip: Review transportation, insurance, first aid and girl/adult partnership sections of the Volunteer Essentials publication; and complete required forms listed below.

Bring on each group outing:
• This card
• Health History/Annual Permission forms (with parent contact info)
• Trip or Event Permission forms, if used for this outing
• Directions to nearest hospital or medical facility
• Cell phone
• Non-emergency phone numbers for nearest:

Police station ____________________________    Poison Control Center
Hospital ________________________________    800-222-1222
Fire station ______________________________
EMERGENCY ACTION PLAN

• Administer first aid.

• Call for appropriate help (911, police, fire or medical).

• Move non-injured away from the scene (as appropriate).

• Do not permit anyone to disturb victim or surroundings until an appropriate authority assumes responsibility.

• Ensure a responsible adult stays at the scene.

• Speak only to the police or other appropriate authorities.

• Do not discuss the incident, release names, place or accept any blame, or acknowledge liability.

• Media: Do not notify or make statements to them. Refer all inquiries to the communications director by calling the number on the reverse.

• Always notify police about motor vehicle accidents, serious accidents or fatalities.

• Within 24 hours, submit an Accident/Incident Report form to accidentreporting@sdgirlscouts.org. Find the form at Girl Scout resource centers and sdgirlscouts.org/forms.