



## ADMINISTRATION BUILDING

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701 West Gregory Street - Mount Prospect, Illinois 60056

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### **Plan for Responding to a Medical Emergency**

1. Call 911.
2. Check the immediate vicinity around the sick/injured to make certain it is safe to approach.
3. Render any immediate first aid if you are qualified to do so. Do not move the person unless a life threatening condition exists (i.e. fire).
4. Remain at the scene until local emergency responders arrive.

Prepare ahead of time by familiarizing yourself and locating:

1. AED at each facility.
2. Emergency exits including emergency inclement weather posted procedures.

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