

POLICIES AND PROCEDURES MANUAL

KEYSTONE COMMUNITY RESOURCES, INC.

KEYSTONE INDEPENDENT LIVING, INC.



Policy Title:
First Aid Tips

Chapter:

Effective Date:
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Policy Number:

Executive Director

SCOPE:

- Chapter 6400 – Community Homes For Individuals With Mental Retardation

INTRODUCTION:

1. Listed below are basic first aid procedures for some emergencies not yet discussed. This information is intended to supplement your training in General First Aid and Cardio-Pulmonary Resuscitation (CPR). A first-Aid Manual is also maintained at each residence for your reference.
 - **Poisoning** In the event of a poisoning emergency, immediately contact the nurse-on-duty or the Poison Control center. Have the container substance available is possible. Record and follow instructions for poison control. Place individual on his/her side if vomiting.
 - **Insect Bites/Stings** Remove stinger by gently scraping it out (using tweezers may inject more venom). Apply ice, compression and elevation to help relieve pain and swelling. Wash with soap and water and apply antiseptic. If the person is having an allergic reaction; treat for shock, monitor vitals, and seek professional help immediately.
 - **Nosebleed** Keep the person quiet. Place person in a sitting position leaning forward. Pinch nose tip to provide direct pressure. Apply cold compress to the nose to halt bleeding. Clean person. If bleeding cannot be controlled or further injury is suspected, seek medical attention.
 - **Bleeding** Using a barrier (latex glove or compress of dressing) apply direct pressure to control bleeding. Once bleeding is controlled, wash with soap and water, bandage with sterile dressing and contact the nurse-on-duty. If bleeding is severe. Contact nurse-on-duty or 911 immediately.

- **Human bites** Control bleeding. Wash area with soap and water. Bandage with dry/sterile dressing. Notify the nurse-on-duty.
- **Sprain or fracture** Do not allow the individual to move limb unassisted. Do not allow individual to put stress on an injured area. Do not attempt to move the individual. Seek medical attention.
- **Burns** For minor, first degree burns (redness, swelling, pain) apply water and or ice to reduce pain and tissue damage and refer to nursing personnel. In all other cases, immediately seek medical attention.
- **Sunburn** Avoid further sun exposure and seek medical attention.
- **Bumps and bruises** To control bruising; apply ice for 20 minutes on, 20 minutes off, elevate above the heart, compress with plastic wrap for 48 hours.

DISCUSSION: