

## **2016-17 CHANGES TO FACULTY & STAFF HANDBOOK:**

P. 13

### **First Aid Procedure**

#2 – Doubtful injuries – send immediately to Health Provider’s office or High School Office

### **Change to:**

#2 – Doubtful injuries – send immediately to High School to check-in with School Nurse

P. 13

### **First Aid Procedure**

#3 – Major injuries – contact qualified first aid person – notify the office – do not move the patient

### **Change to:**

#3 – Major injuries – contact High School and/or School Nurse

P. 13

### **First Aid Procedure**

#4 – Record all injuries on the form provided by the office

### **Change to:**

#4 – Record all injuries on the form provided by the office, or collaborate with the School Nurse to ensure accurate documentation

P. 13

### **First Aid Stations – Student Injuries**

Health Assistant Lab, Ext. 8607

### **Change to:**

School Nurse, Ext. 8686