

Section: Elderly Services	Department Manager: Kristy Malone
Subject Transport Vehicle Emergencies Policy	Director: Alpha Creapeau, Human Services
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Title: Stockbridge-Munsee Elderly Services Transportation Emergencies Policy

Purpose: Procedures to follow in care of an emergency on elderly services transport vehicles.

Policy: This policy identifies procedures to be taken in case of an emergency arising while transporting participants or to the vehicle itself.

**General Statement:**

**IN CASE OF AN EMERGENCY**

The transport vehicle will pull over or in to a safe area and stop; emergency flashing lights will be activated (all passengers are to remain in the vehicle, if deemed safe

In case of an ill passenger, the driver, or if another employee is present, will assess the passenger.

If needed employee(s) will begin first aid and direct someone to call 911 immediately

the employee(s) will continue to monitor the person and wait for Emergency Medical Crew to respond.

In case of any unruly passenger: 911 will be called and police assistance requested to remove the passenger.

**Accident or Vehicle Breakdown**

If able, the driver will pull over on or in to a safe area, stop and emergency lights activated. If found to be safe all passengers will remain in the vehicle.

Call 911 for immediate assistance.

If not safe to stay in the vehicle the employee(s) will get all passengers out of the bus and assist in getting them to a safe place away from the vehicle (a headcount will be taken to ensure all passengers are accounted for).

Report that you are carrying elderly passengers and request transport to a safe place immediately.

Contact and report to the SM Elderly Services Management at (715) 793-4236, to arrange for immediate transportation for riders to nearest safe place.

Management will contact Property & Equipment and Mohican Nation Insurance departments for assistance.

Rene Montez, Mohican Nation Insurance (715) 793-4952 Cell: (715) 881-1299

Les Slater, Jr., Fleet Manager (715) 793-3774

Stacey Schreiber, Div. of Public Works (715) 793-4854 Cell: (715) 881-1504