



Facility Management Victoria Pty Ltd Medical Emergency Policy

In the event of a Medical Emergency occurring:

- Check for any threatening situation and control it if safe to do so
- Remain with casualty and provide appropriate support
- Notify the Building Manager
- Notify Ambulance Service – 000; give details/address, etc.
- Contact FMV – office on 9690 1355
- Delegate someone to meet the Ambulance and direct to location of the casualty.

NOTE:

- Never leave the casualty alone. Do not move a casualty unless exposed to life threatening danger.
- Provide support and appropriate assistance to casualty until emergency services arrive.
- Notify Building Manager and ensure Ambulance is met on arrival and escorted to casualty.