

Emmaus of the Midlands

Emergency Policy and Procedures

For Walks

Policy

Introduction: The Board of Directors of the Midlands Emmaus has established these procedures to insure that adequate plans and readiness is in place during each Walk to Emmaus to provide for all conceivable medical emergencies during the weekend. These procedures are to be modified as needed as new situations come to light.

Responsibility: It is the responsibility of the Lay Director of each Walk to see that these procedures are implemented during his/her Walk by assigning one of the Assistant Lay Directors (Emergency ALD) to implement the procedures approved by the Board of Directors. The Lay Director, and the Board Representative of the Walk, are to be informed of all emergency situations that occur and will. The Community Lay Director will be consulted as necessary for assistance.

Care Givers: Since Camp Nazarene is located in Aiken county and Lexington County will not respond to any emergencies, the Emergency ALD is instructed by Board of Directors to call 911, which will be to Aiken Emergency Department, with all emergencies.

Location: D Moody Camp & Conference Center
1420 Nazarene Road
Batesburg, SC 29006

Procedure

Preparation: An Emergency Book is prepared to document emergencies during the Walk. The Registrar will provide a report that shows emergency contact numbers and names for each Pilgrim. The Registrar will provide a report showing special medical needs of each Pilgrim as documented on the Pilgrim's application. A copy of the Pilgrim's application will be provide by the Registrar. The Registrar will provide a Dorm Assignment List of each Pilgrim to the Emergency ALD.

At Send-Off: The Emergency ALD will notify Walk servants of the procedures that have been activated and provide each with any needed documentation. Since the Kitchen Coordinator is a vital link in communication, he/she will act as an assistant to the Emergency ALD.

During the Walk: In case of an emergency, the Emergency ALD will be notified immediately of the situation and he/she will make an assessment as to the proper action to be taken and will implement that action. Each report along with actions taken is to be recorded in the Emergency Book. (See attached report form)

After the Walk: A review committee is to be convened by the Emergency ALD to assess the actions taken during any emergency that occurred during the Walk. The Walk's Board Representative is to be a member of the review committee. A report will be prepared for the Next Board of Director's meeting and any suggested changes to the Emergency Procedures will be included.

Development Team: Tom Furse, Greg Prewitt, Ed Hynson

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