

# Emergency Management Procedures

## Scott County 4-H Community Club Activity Guidelines

*An emergency plan of action should be followed for all 4-H activities. This plan should consider:*

- *Potential risks and procedures planned*
- *Minor incidents/first aid*
- *Access to emergency medical treatment*
- *Two-deep leadership (at least two adults who know the plan and procedures for emergencies)*
- *Natural catastrophe procedures (fire, tornado, lightening, etc.)*

### Emergency Medical Care



If a minor needs emergency medical care as the result of an accident or injury, first contact an emergency medical service and then contact the youth's parents. Be prepared to give the youth's medical information form to the emergency medical technicians when they arrive.

### Fire Evacuation Procedures



Schools, public buildings and etc. should have fire evacuation procedures posted.

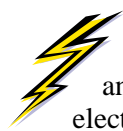
Everyone should know where exits are located and what the evacuation plan is in case of fire.

### Local Emergency and Disaster Procedures

Before a place is visited, youth and volunteers should be prepared for potential emergencies and disasters.

1. When a warning of an impending emergency is issued, cancel the activity planned for that area. If an activity is already in place, take measures to safeguard youth.
2. Ensure activity plans include shelter and evacuation procedures that are known to all.
3. Be prepared for natural disasters that can occur in Iowa.

### Lightening



Lightening strikes the tallest object in an area. Seek shelter at the first signs of an impending storm – towering thunderheads, darkening skies, lightning and thunder, and increasing wind. If indoors, stay away from doors, windows, plumbing and electrical appliances. If caught outside during a lightening storm:

- In open flat areas, find the lowest point. Squat low to the ground on the balls of your feet. Place your hands on your knees with your head between them. Make yourself the smallest possible target and minimize your contact with the ground.
- Seek safety inside a car.
- Don't seek shelter under tall, solitary objects, such as trees.
- Don't stand near any tall or metallic object.
- Don't stand in or near any body of water.
- Don't stand in a shallow cave or rock overhang.
- Don't hold a radio, especially one with an antenna.
- Don't hold an umbrella or any other metal object in an open area.

### Winter Storms



Winter storms may be minor, or they may be blizzards, heavy snowstorms or ice storms. When traveling during the winter, take sufficient supplies of food, water, sleeping bags, and blankets to use if stranded away from shelter. The following steps minimize safety concerns during a winter storm:

- Listen to a local radio station for a storm watch or warning. Have a battery-operated radio available in case of a power failure.
- Check battery-powered equipment, emergency cooking facilities, and other emergency gear.
- Seek shelter and avoid traveling during a severe storm.
- Conserve body heat and energy by avoiding overexertion from walking in the snow.
- Use the buddy system when seeking help.
- Know prevention and first-aid procedures for hypothermia and frostbite.

### Floods and Flash Floods



Floods can occur almost anywhere and usually result from heavy or prolonged rain, rapidly melting snow, or dam breakage. Flash floods can occur with little or no warning and are dangerous because of their swift currents and unpredictable nature. The National Weather Service provides flood alerts. Radio broadcasts provide warnings and instructions.

- When warnings are issued, evacuate the area swiftly to high ground and seek shelter.
- Extra food and water, flashlights and dry clothes will be needed.
- If evacuation is not possible, determine the best route to high ground.
- Do not attempt to wade through water higher than knee deep.
- Once high ground is reached, wait for rescue parties.

### Tornadoes



Darkened skies, thick storm clouds, and strong winds from the south, combined with lightning, and periods of rain and hail often preceded a tornado's arrival. If a tornado warning is issued, head for protected area immediately. Such areas include:

- Storm shelters and basements
- Caves
- Tunnels and underground parking facilities
- Interior corridors and roadways
- Reinforced concrete buildings

Dangerous places to avoid include:

- Cars, house trailers and parked vehicles
- Tents
- Structures with large, poorly supported roofs,
- Gymnasiums and auditoriums
- Indoor areas that are near windows

If caught outside, move away at right angles to the tornado's path. If there is no time to escape, lie flat in a ditch, ravine, culvert or under a bridge and protect your head.

### **Emergency First Aid Procedures**



Emergencies require prompt action and quick judgment. First aid in the first few minutes can mean the difference between life and death. Secure professional medical assistance as soon as possible.

Leaders should be sure that youth receive proper instruction in how to take care of themselves in emergencies. To do this, leaders should help youth:

- Stop, drop and roll if clothing catches on fire.
- Learn, plan and practice administration of emergency care in simple accidents and life-threatening situations.
- Establish and practice fire evacuation, lost person, and security procedures.
- Assemble a well-stocked first aid kit that is always accessible.
- Know what to report. Understand the importance of reporting accidents, illnesses or unusual behaviors to adults.

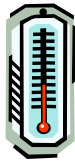
### Heat Exhaustion



Wear loose, lightweight, light-colored natural fiber clothing to help keep the body cool in hot weather. Drink plenty of water to prevent dehydration. Wear a lightweight head covering to protect the top of the head and shade the eyes. Be familiar with the following signs and symptoms of heat exhaustion:

- Cool and moist skin
- Heavy sweating
- Dilated pupils
- Headache
- Nausea
- Dizziness
- Vomiting
- Body temperature at or near normal

### Heatstroke



When the temperature is 80°F or above and the activity calls for physical exertion, be alert for the signs of heatstroke. Heatstroke is very serious and requires immediate medical attention.

- High body temperature
- Red, hot, dry skin
- Progressive loss of consciousness
- Rapid, weak pulse
- Rapid, shallow breathing

### Sunburn



Anyone can get a sunburn, even on a hazy day. Covering arms and legs helps, but burning rays can penetrate light clothing to cause a sunburn. When using sunscreens or sunblocks, be aware of the potential for allergic reactions.

• Sunglasses, especially those that filter ultraviolet light, are recommended.

Remember that reflection from sand or snow increases the potential for sunburn.

### Hypothermia

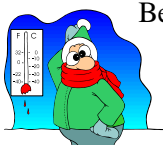


Take precautions to prevent hypothermia in cool and cold weather. Waterproof clothing should be taken along if there is potential for precipitation. Wet clothing, especially on a cool, windy day, greatly increases the change of hypothermia. The temperature doesn't have to be below freezing for this to potentially occur. Be familiar with the following conditions of hypothermia:

- Shivering (may be absent in later stages)
- Dizziness
- Numbness
- Dilated pupils
- Apathy
- Loss of consciousness
- Decreasing pulse and breathing rate

Removing any wet clothing and rewarming the body gradually from the inside as well as the outside are important first-aid steps. Seek medical assistance.

### Frostbite



Be aware of the signs of frostbite in freezing temperatures:



- Chalky to grayish yellow skin

- Lack of feeling in the affected area

Warm the frostbitten area gently and don't rub. Seek medical help. If the medical help is readily available or the affected area may refreeze, avoid rewarming.

### **Infectious Disease/Universal Precautions**

Many first-aiders are concerned about the possibility of contracting an infectious disease such as hepatitis B or the AIDS virus. To reduce the risks of becoming infected, all first-aid courses teach universal precautions for situations involving blood and other body fluids such as vomit, feces, or urine. These precautions should be taken in all first-aid situations.

1. Wear gloves in every situation involving blood or other body fluids. Keep several pairs of nitrile or vinyl gloves in first-aid kits. 
2. Cover open wounds with dressings to prevent the victim and the first-aid-er from coming. 
3. Use a pocket face mask or face shield with a one-way valve when doing mouth to mouth resuscitation. This item should be included in all first aid kits.
4. After giving first aid, immediately wash thoroughly with disinfectant and/or antiseptic soap and water your hands and other skin surfaces that came in contact with body fluids. Wearing gloves, place blood-soaked items or items that came in contact with body fluids in leakproof bags until they can be washed or disposed of. These items should be washed in hot, soapy water. Clean reusable equipment and supplies first with detergent and water and then with a solution of one part chlorine bleach to ten parts water. Rinse well. **Note:** These procedures do not sterilize the equipment or supplies.