

## **ILLNESS and FIRST AID GUIDELINES**

### **MEDICATIONS:**

The only medication that we are allowed to provide is **TYLENOL and a few other over the counter items.**

**PARENTS ARE THE ONLY ONES ALLOWED TO GIVE MEDICINE TO THEIR CHILDREN.**

When guests arrive each day, they are required to give over-the-counter and prescription medications to the WEEK COORDINATOR who will place them in locked storage. Guests must ask for the medication when needed. The OVERNIGHT COORDINATOR WILL also have access to the locked medicine case.

### **CONTAGIOUS DISEASE:**

If any guest has or develops a contagious disease, IHN will make other arrangements for the guest until the period of contagion is past. If a guest becomes ill while at the HOST site, follow the directions below. Be sure to let the IHN staff know if a guest is contagious.

### **FIRST AID KITS:**

First Aid Kits are kept in the coat room and in the IHN CLOSET. In a metal cabinet in an IHN CLOSET there are "surgical" gloves for your use: cleaning an open cut, changing diapers, nose bleeds, vomit, etc. (Clean-up supplies are in IHN CLOSET).

### **CHILD CRITICALLY ILL: (See how to Handle Medical Situations)**

If a child needs attention, a parent must be present. Any decision to take a child to the emergency room or call the doctor is a parental decisions.

### **ON-CALL FIRST UU DOCTOR (for NON-EMERGENCIES):**

Dr. Bob Wones: (859) 442-3071. This is a voicemail/pager number. It will record a voice message and when the person hangs up, it pages Dr. Wones. He has his pager on all the time unless he is out of town. A backup would be his cell - (513) 503-2737 which he will have on if he is out of town.

### **NON-CRITICAL EMERGENCY ROOM TRANSPORTATION**

It is the guest's choice of hospitals. Nearby hospitals are:  
Christ, Children's, and University.

You are not obliged to wait at the hospital with the guest.

**Host Transport:** Only transport the guest if the following three

Conditions are met:

- \* You have car insurance that would cover a passenger.
- \* There is sufficient volunteer coverage at the congregation for the remaining guests.
- \* You want to transport the guest.

### **EMERGENCY CONTACT INFORMATION OF VOLUNTEERS AND GUESTS:**

This is available in the IHN CLOSET AND IHN BOX ON IHN REFRIGERATOR.

### **LOG BOOK:**

Record and date all information about any emergencies in the IHN Log (in IHN CLOSET)

**REMEMBER:** If any situation arises that you feel you cannot handle, do not hesitate to call a Week Coordinator....list provided in IHN BOX on IHN REFRIGERATOR