

# NYUST Guidelines for Emergency Injury and Illness Management

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I. To ensure that faculty, staff, and students of Yuntech can receive timely medical assistance in the event of accidents and illnesses, and to minimize harm and protect their safety, the National Yunlin University of Science and Technology Guidelines for Emergency Injury and Illness Management (hereinafter referred to as "these Guidelines") have been established in accordance with the MOE's Order No. 0920104837A dated July 16, 2003.

II. These Guidelines apply to all faculty, staff, and students of Yuntech.

III. These Guidelines categorize emergency injuries and illnesses into three levels, A, B, and C, based on the severity of the injury:

Level A incidents: Those that meet the conditions for calling 119

1. Accidental injuries: Those that pose a serious threat to life and require immediate medical attention.
2. Illnesses that seriously threaten life and require immediate medical attention.
3. Suspected infectious diseases or fever above 39 degrees Celsius.

Level B incidents: Those that do not meet the conditions for calling 119

1. Accidental injuries that require prompt medical treatment but the individual is unable to go to the hospital on their own.
2. Illnesses that cause discomfort and should be treated as soon as possible, but the individual is unable to go to the hospital on their own.

Level C incidents:

1. Accidental injuries that can be properly handled by the Health Education Group and do not require hospital treatment.
2. Illnesses that cause discomfort but can be recovered with a short rest at the Health Education Group.

IV. In the event of an emergency, the following procedures should be followed based on the actual situation:

1. During office hours:

A. Level A incidents: Immediately notify the Health Education Group. The nursing staff will arrive at the scene to provide emergency treatment and arrange for an ambulance to transport the patient to the hospital. If the patient's life is in danger, the nursing staff will accompany the patient to the hospital. If the patient's life is not in danger, notify the tutor, unit, or department representative, and report the handling situation to the Health Education Group or relevant duty personnel within two hours.

B. Level B incidents: Accompanied by others or go to the Health Education Group on their own. After assessment by the nursing staff, if it is determined that further treatment is needed at the hospital, notify the teacher, student unit, or department representative if necessary. Accompany the patient to the hospital by taxi and report the handling situation to the Health Education Group or relevant duty personnel within two hours.

C. Level C incidents: Accompanied by others or go to the Health Education Group on their own. After assessment and treatment by the nursing staff, the patient can go home to rest.

## 2. Outside office hours:

A. Level A incidents: Immediately notify the on-duty personnel on campus (security guards, duty officers, dormitory managers), rush to the scene to handle the situation, and immediately contact an ambulance to transport the patient to the hospital. Report to the Office of Student Affairs at the same time, and fill out the Emergency Injury and Illness Management Report Form at the Health Education Group within one week after returning to school for follow-up counseling.

B. Level B incidents: Accompanied by others or go to the hospital on their own. If assistance is needed, notify the on-duty personnel on campus. The on-duty personnel will arrange for an ambulance or taxi to transport the patient to the hospital depending on the situation. Fill out the Emergency Injury and Illness Management Report Form at the Health Education Group within one week after returning to school for follow-up counseling.

C. Level C incidents: Accompanied by others or go to the hospital on their own.

## V. When an accident or sudden illness occurs at Yuntech, the responsibilities of Yuntech staff are as follows:

1. Nursing staff: Provide emergency medical treatment and record it, contact the ambulance and medical institutions in emergencies, and contact the relevant staff related to the case.

2. Department heads or tutors: Actively care for and follow up with the patient, and notify the parents as necessary.
3. Officers: Accompany the patient to the hospital for treatment and notify the parents.
4. Counseling Center: Provide psychological counseling and guidance to the patient or parents if necessary.
5. Office of General Affairs: Arrange for a taxi.
6. Office of International Affairs: When foreign students need to go to the hospital, arrange for staff to assist them, and contact the parents if necessary.

VI. Responsibility: Faculty, staff, and students are considered to be performing official duties during the process of accompanying patients to the hospital. If administrative or legal issues arise, the school should take full responsibility.

VII. Principles for dispatching transportation for accompanying patients to the hospital and the use of funds:

1. If the conditions for dispatching a 119 ambulance are met, notify the fire department to dispatch an ambulance.
2. If the conditions for dispatching an ambulance are not met, the security guards on duty should be asked to arrange for a taxi. The cost should be paid from the relevant funds of each department.

VIII. These Guidelines shall be implemented after being discussed and approved by the Health Committee and approved by the President. The same applies to amendments.