



# Università degli Studi di Pavia

# First aid



**AREA GESTIONE SISTEMI  
AMBIENTE e SICUREZZA**

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## FIRST AID PRINCIPLES

Every person must give assistance to those who are injured or in danger, and immediately inform the authorities (art. 593 C.P.). Thus, while waiting for the emergency aid staff everyone is required to do whatever is necessary to provide assistance to the injured persons as soon as possible.

The University of Pavia has organized a **first aid plan** to provide assistance and minimize as much as possible any injuries or illness to people.

The person in charge of first aid is trained to provide first aid; his name and work telephone number can be found in every University building, in the administrative offices, the custodian's office, on the bulletin boards, and near the University telephones. He can be contacted for assistance during work hours.

### When to call the first aid Supervisor

- In case of:
- illness
  - injury, accidents

### How to contact the first aid Supervisor

Who to inform, especially if you're not familiar with the University:

- the porter's lodge
- administrative offices
- university porter
- anyone familiar with the building (teachers, researchers, technicians )

look:

- near the internal telephones



## First aid Kit

Cabinets or kits contain pharmaceutical products and materials to medicate minor wounds. These are marked with a white cross on a green background.

If necessary and if you are able to, even though not a member of the first aid staff, medicate a minor wound using the contents of the first aid kit.

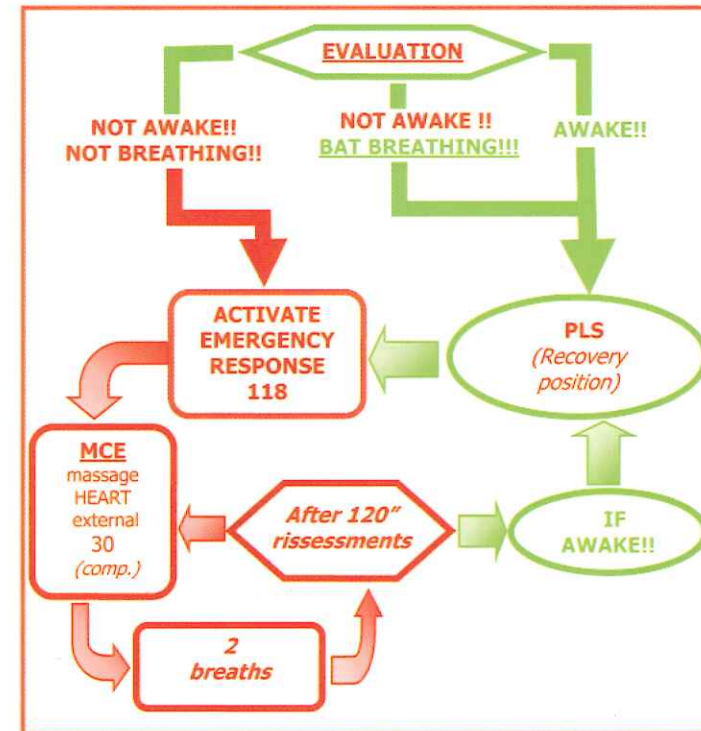
Inform the first aid staff so that they can replace what has been used and note down the event.

## Material for individual protection (M.I.P..)

You must use the following M.I.P.:

- throw-away gloves if there is blood and biological liquids (urine, saliva, vomit, etc.)
- pocket mask for breathing, if necessary

## Sequence of BLS



## Rules to Follow for the Emergency Aid Staff :

Act calmly and don't panic.

### Determine if the injured person is conscious:

- Speak to the injured person and gently shake his shoulder (Pic. 1).
- If he or she is not conscious and does not move, call for help and immediately dial 118; follow the subsequent instructions.
- If conscious, provide comfort and reassurance while waiting for aid to arrive.

**Follow the instructions given by Operations Centre.**  
**DO NOT interrupt communication**



**Pic. 1**

## SEND SOMEONE TO MEET THE RESCUER TO THE MAIN ACCESS

### Check the person's breathing:

- IF the person is breathing and is not traumatized, place him in a side safety position (Pic. 2).
- If the person is **NOT breathing** and has **not signes of life (Movement, Cough)** administer heart massage. Hold on with 118 (First aid).

### Heart Massage

- Place the palm of the hands at the center of the torax (between the nipples) one over the other, compress the torax with a min of 100 to a max of 100/120 compressions/minutes frequency pulling down the torax for almost 2-2,5 inch.
- If you are able after 30 compressions is usefull to use the pocket mask to administer 2 artificial respiration (30:2), otherwise act only the compressions until the first aid personnel arrive.



**EVERY TWO MINUTES TURN WITH THE PERSON WHO IS DOING THE COMPRESSIONS**



## What NOT to do



- **don't administer** drugs, drinks (including alcohol);
- **don't remove** a foreign substance stuck in any part of the body;
- **don't move** the injured person if traumatized, unless there is imminent danger (structural collapse, explosions, gas leaks, fires, etc.);
- in case of environmental damage (smoke, gas, vapors, toxic product spills, etc.) **do not intervene** unless properly protected (active-carbon masks with special filters, anti-gas masks);
- in case of **electrical shock** **don't intervene** unless you have interrupted the electrical contact using insulating materials and means (dry wood, plastic, rubber).



**Pic. 2**

# AID in the case of CHEMICAL SUBSTANCES

In all cases involving the ingestion, inhalation, contact, call the phone number **118 (First Aid)** or the **ANTI-POISON HOTLINE 0382.24444**

IN CASE OF	DO	Do NOT DO
<b>INGESTION</b>	In case of accidental ingestion of any substance call the phone number 118 (First Aid) or the C.A.V. Keep with yourself the substance case during the phone conversation.	<ul style="list-style-type: none"> <li>• <b>Don't administer</b> milk or other drinks</li> <li>• <b>Don't induce vomiting</b></li> <li>• <b>Avoid unwanted chemical reactions</b> (don't neutralize acid with a base, and vice-versa).</li> </ul>
<b>INHALATION</b>	<ol style="list-style-type: none"> <li>1. Move the person away from the polluted area</li> <li>2. Ventilate the room (e.g., opening the windows).</li> </ol> <p><b>The emergency staff must be equipped with appropriate individual protections</b></p>	<p><b>Don't administer</b> milk or other drinks.</p>
<b>SKIN CONTACT</b>	<ol style="list-style-type: none"> <li>1. Remove the contaminated clothing</li> <li>2. Remove watche, rings, necklaces, etc.</li> <li>3. Remove solid substances with dry cloths</li> <li>4. Wash in abundant running water the parts of the body that have come into contact with the substance.</li> </ol>	<ul style="list-style-type: none"> <li>• <b>Don't wash</b> solid substances <b>with water</b> before removing them with a dry cloth</li> <li>• <b>Avoid unwanted chemical reactions</b> (don't neutralize acid with a base, and vice-versa)</li> <li>• <b>Don't use</b> cotton wool</li> <li>• <b>Don't use</b> creams or unguents before a medical examination.</li> </ul>
<b>EYE CONTACT</b>	<ol style="list-style-type: none"> <li>1. Remove contact lenses</li> <li>2. Remove the solid substances around the eyes before washing them.</li> <li>3. Wash with abundant running water or a water solution.</li> </ol>	<ul style="list-style-type: none"> <li>• <b>Avoid unwanted chemical reactions</b> (don't neutralize acid with a base, and vice-versa)</li> <li>• <b>Don't use</b> eye wash before an eye examination.</li> </ul>
<b>INSECT STINGS</b>	<ol style="list-style-type: none"> <li>1. Remove the sting with clean tweezers</li> <li>2. Disinfect.</li> </ol>	<p><b>Don't use ammonia.</b></p>

## First aid and emergency:

First aid



**118**

Police



**113**

Firemen



**115**

Carabinieri



**112**

## University of Pavia:

AREA GESTIONE SISTEMI,  
AMBIENTE e SICUREZZA

0382 / 984827/8/9

AREA SERVIZI TECNICO -  
LOGISTICI

0382 / 984900

OCCUPATIONAL PHYSICIAN

0382 / 593701

## First aid and emergency services:

Anti Poison Centre Fondazione Maugeri 0382 / 24444

Police 0382 / 22222