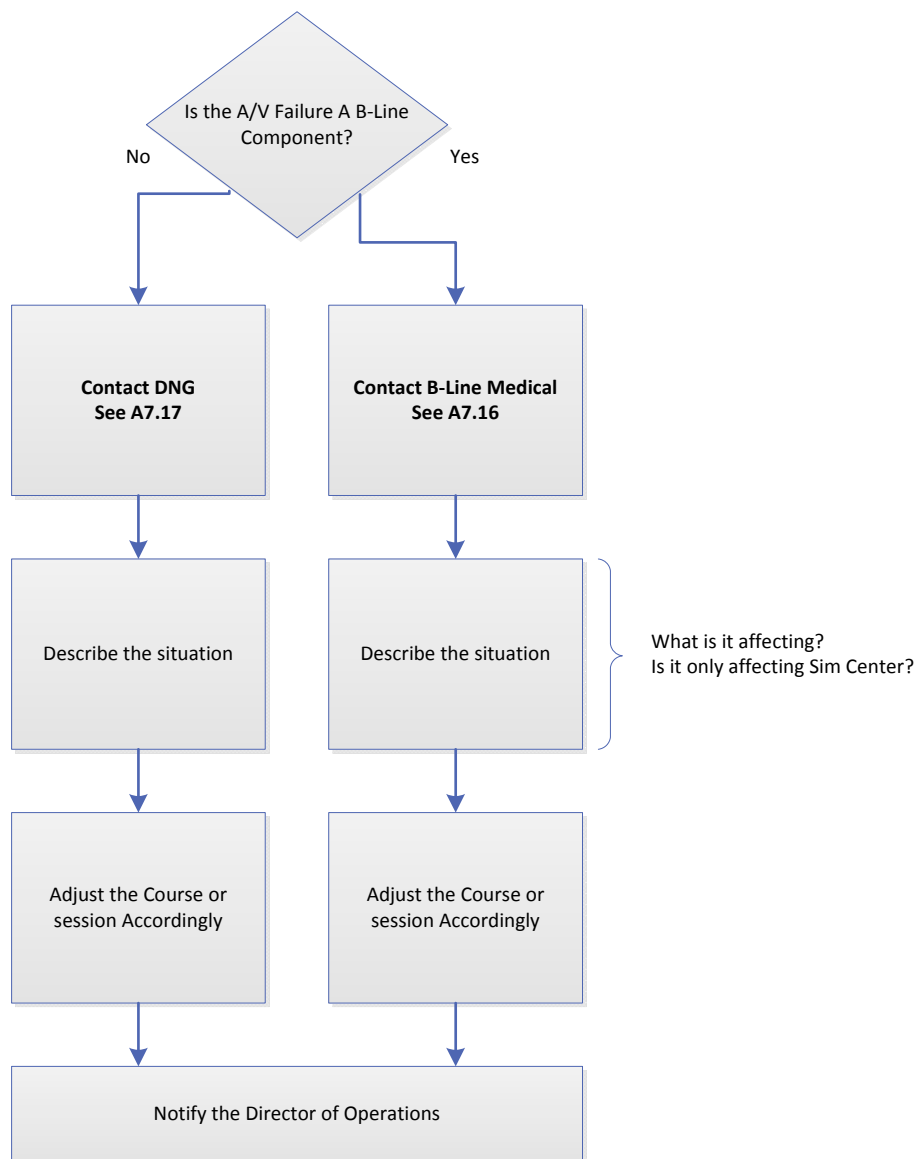


# A/V Failure Procedure



## Blood Exposure Procedure



1. Immediately wash exposed area with soap and water for 15 minutes, or flush eyes with water for 15 minutes at the nearest eye wash station.

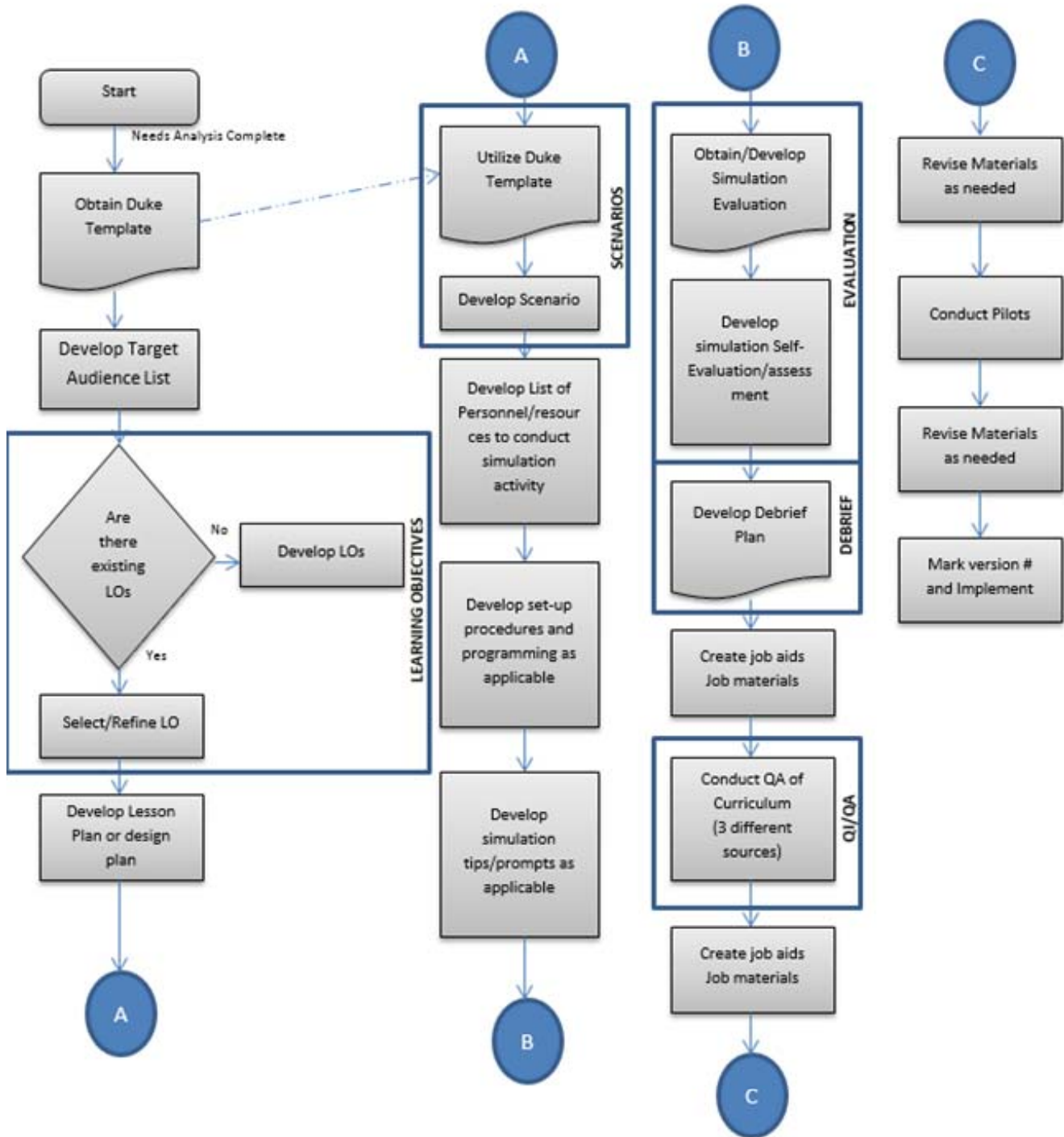


2. Notify your supervisor.

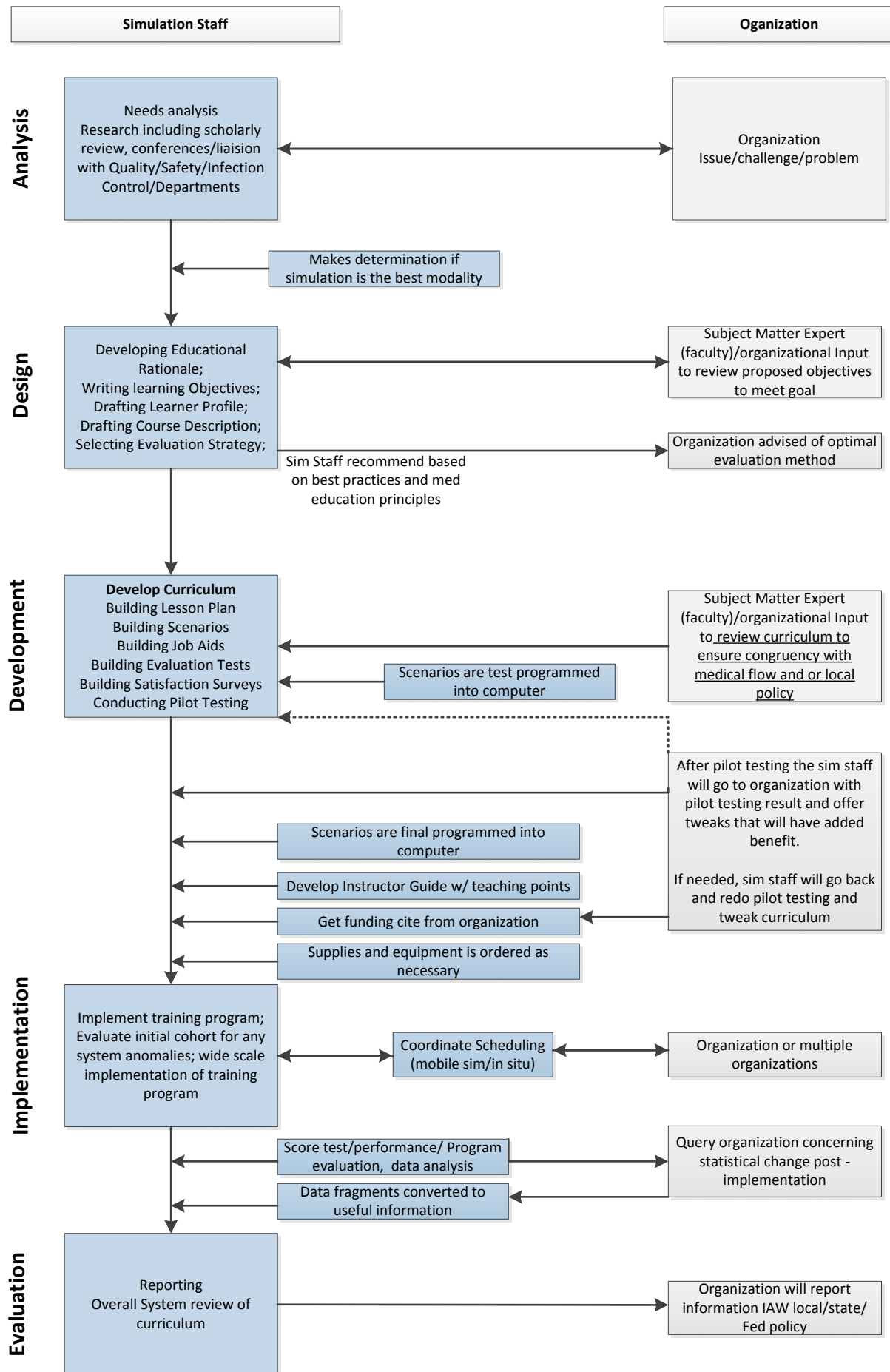


3. Seek medical attention at one of the locations listed below and notify EH&S of your exposure at 824.6200 or 824.9888.

# Curriculum Development Procedure

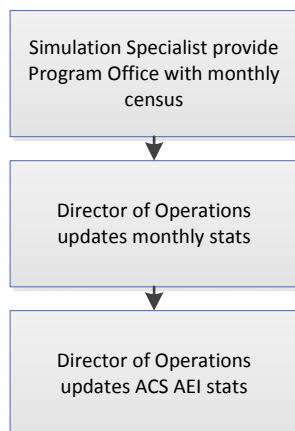


# Typical Course/Program/Curriculum Development

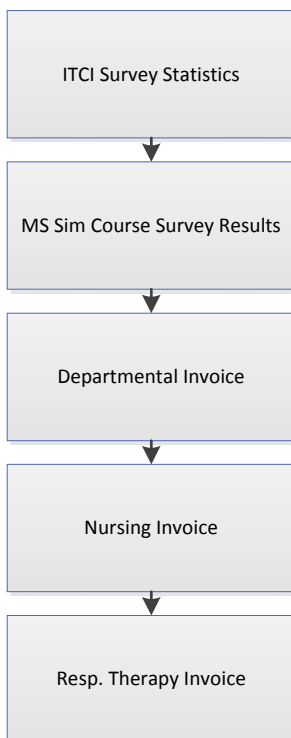


## Data and Reporting Procedure

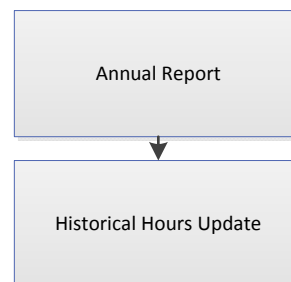
### Monthly



### Quarterly

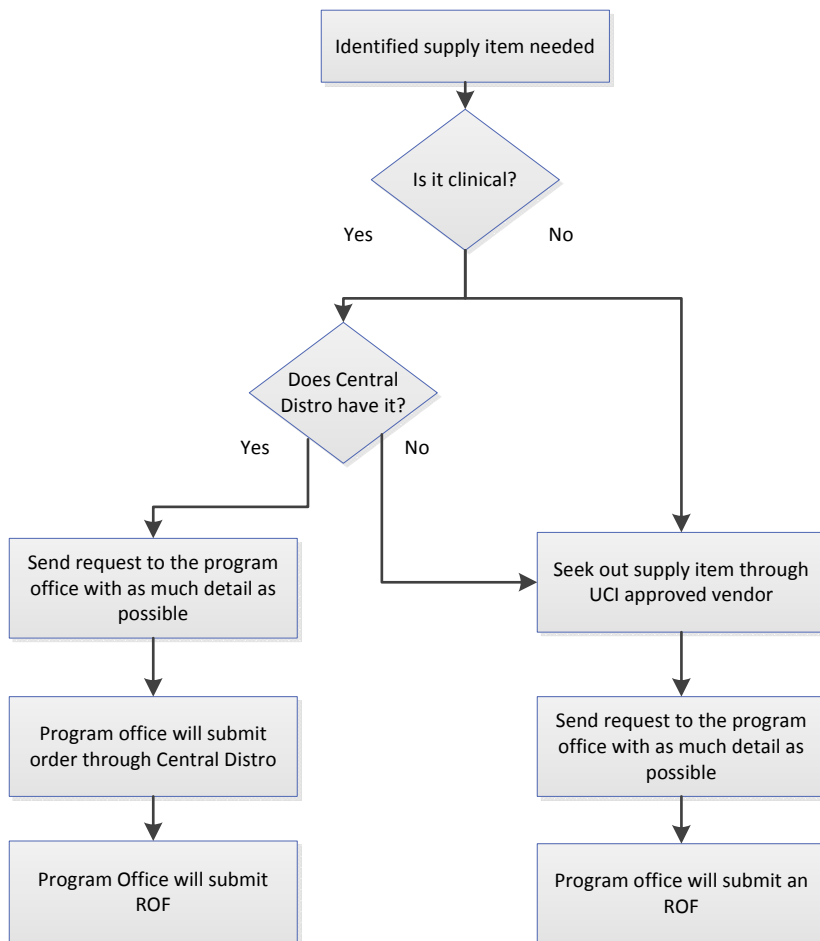


### Yearly

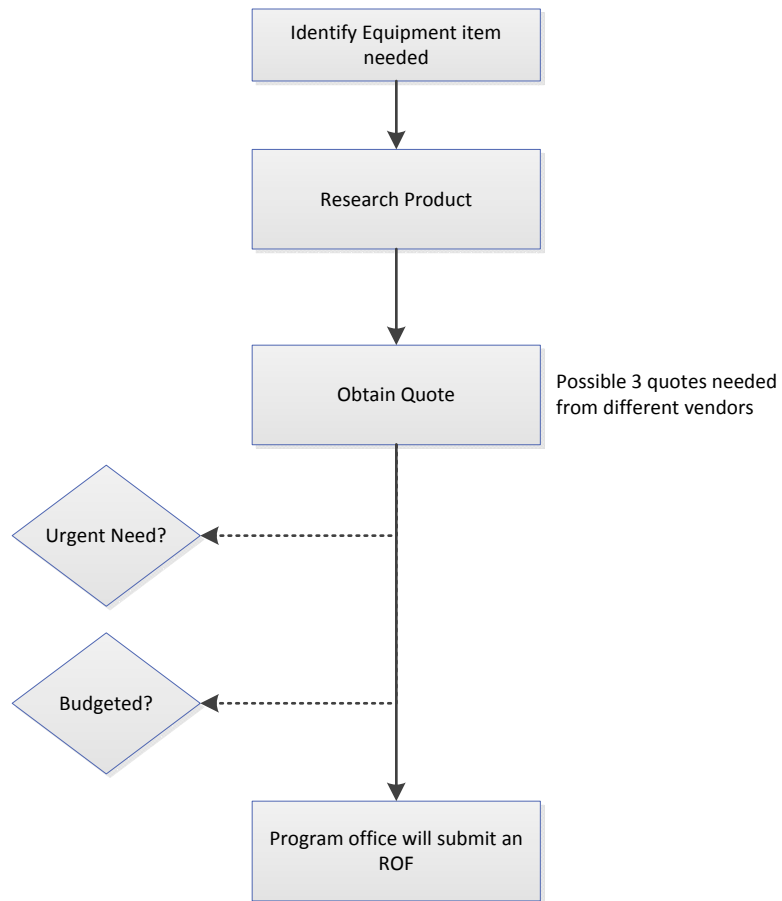


# Equipment and Supply Procedure

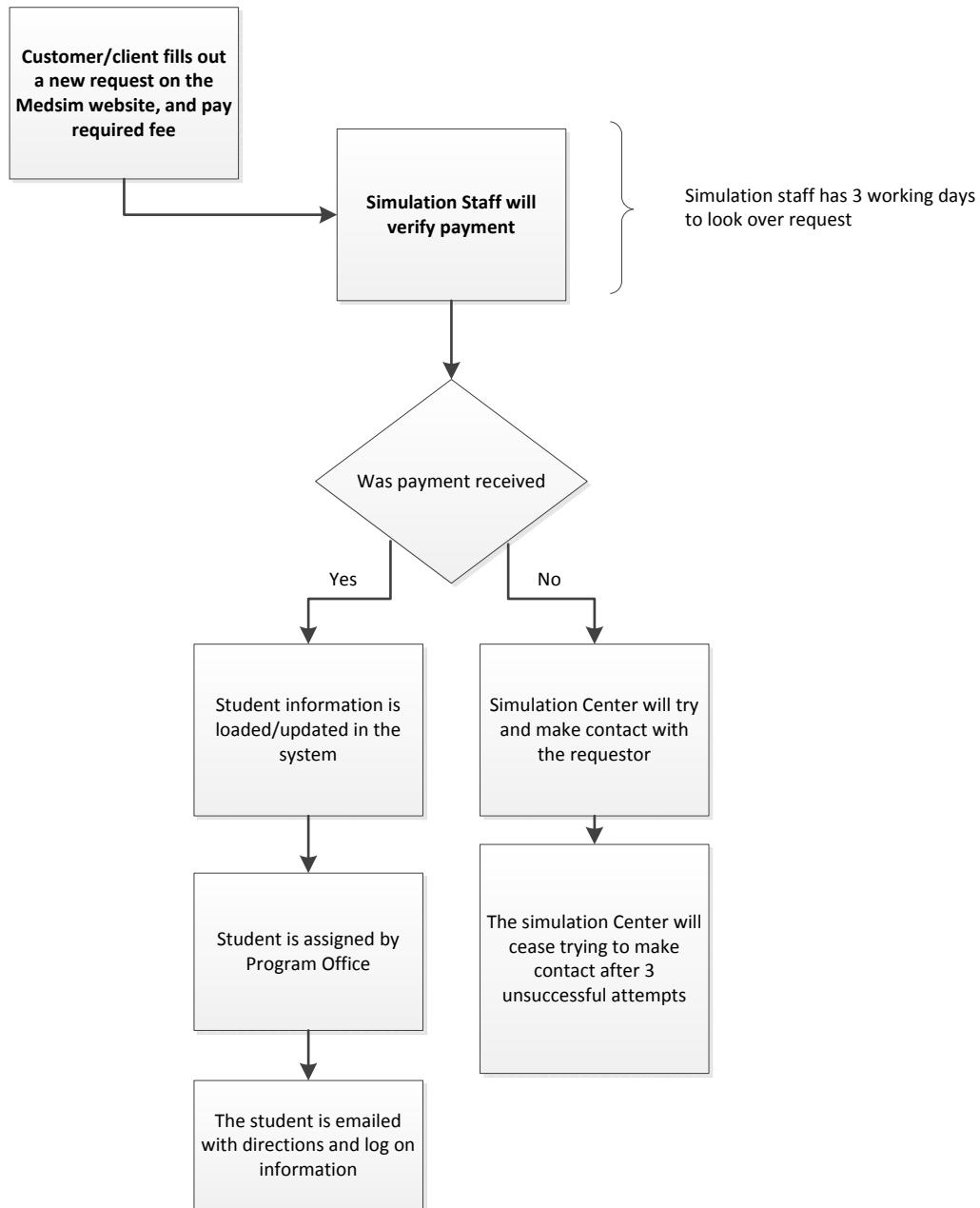
## Supply



### Equipment



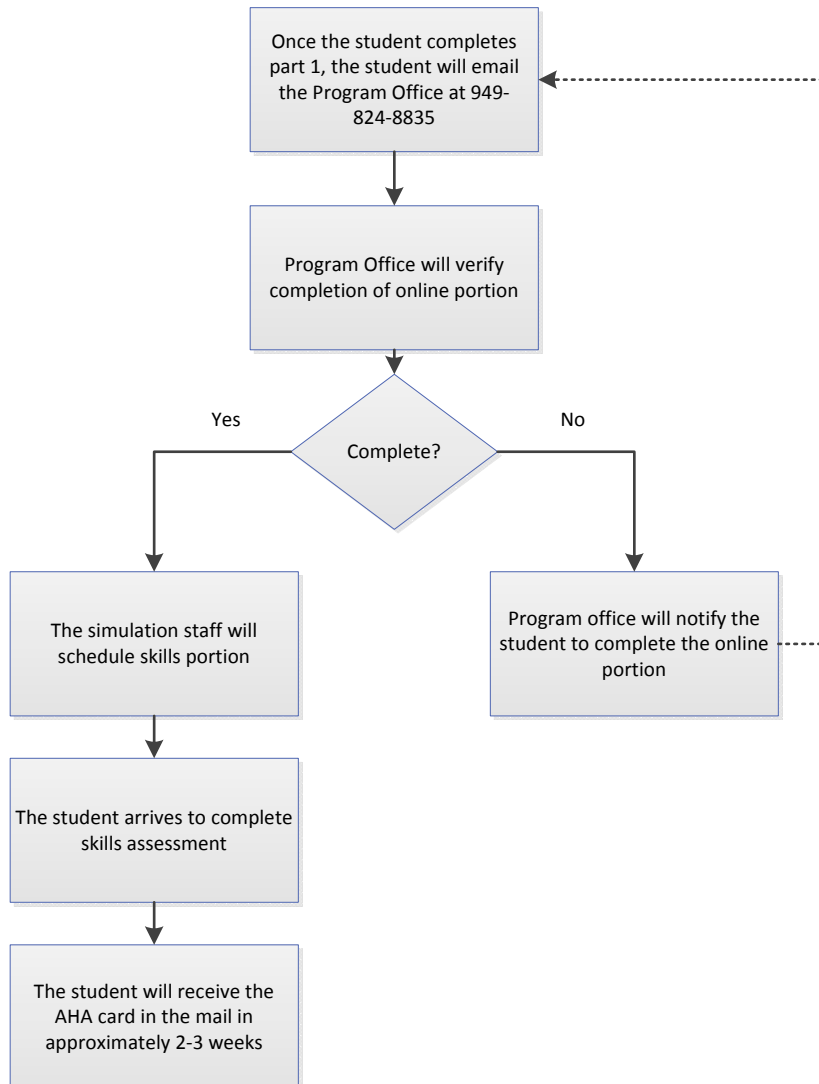
# HeartCode® Request Procedure



Once the student accesses the course, the license is used, there will be no refund



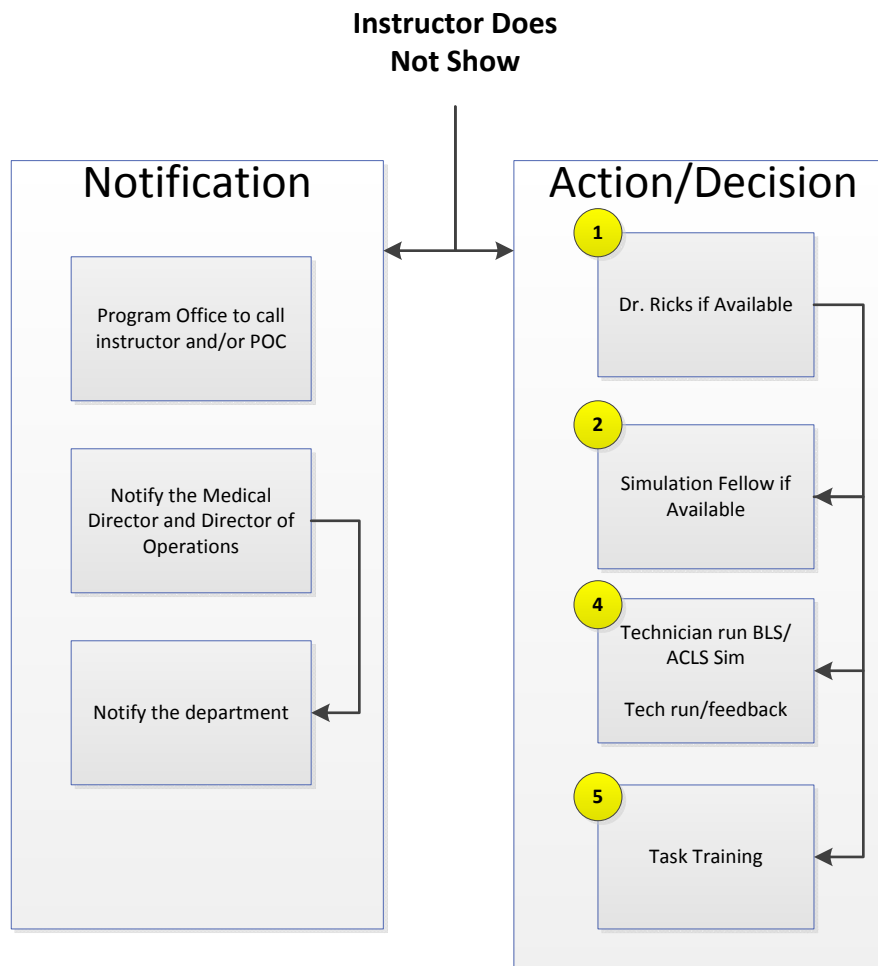
## HeartCode® Skills Portion Request Procedure



Per AHA Program Administration Manual, the center has 20 business days post-finishing the course to get the card to the individual.

No card will be given the day of class

## Instructor No Show Procedure



**Medical Emergency  
Procedure**

**CALL 9-1-1 if the condition is LIFE THREATENING or  
REQUIRES IMMEDIATE**

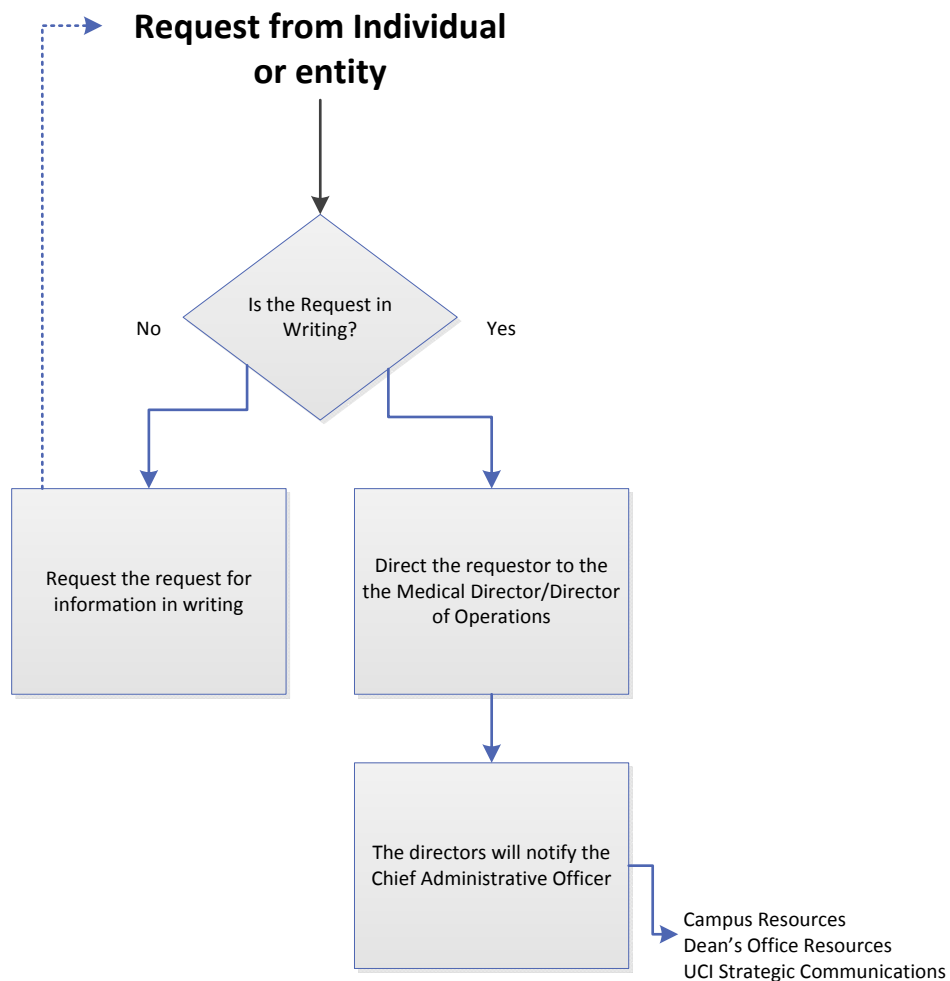
**MEDICAL ATTENTION BEYOND FIRST AID**

**From a cell phone call 9-1-1 or 949-824-5223 (UCI Police  
Department)**

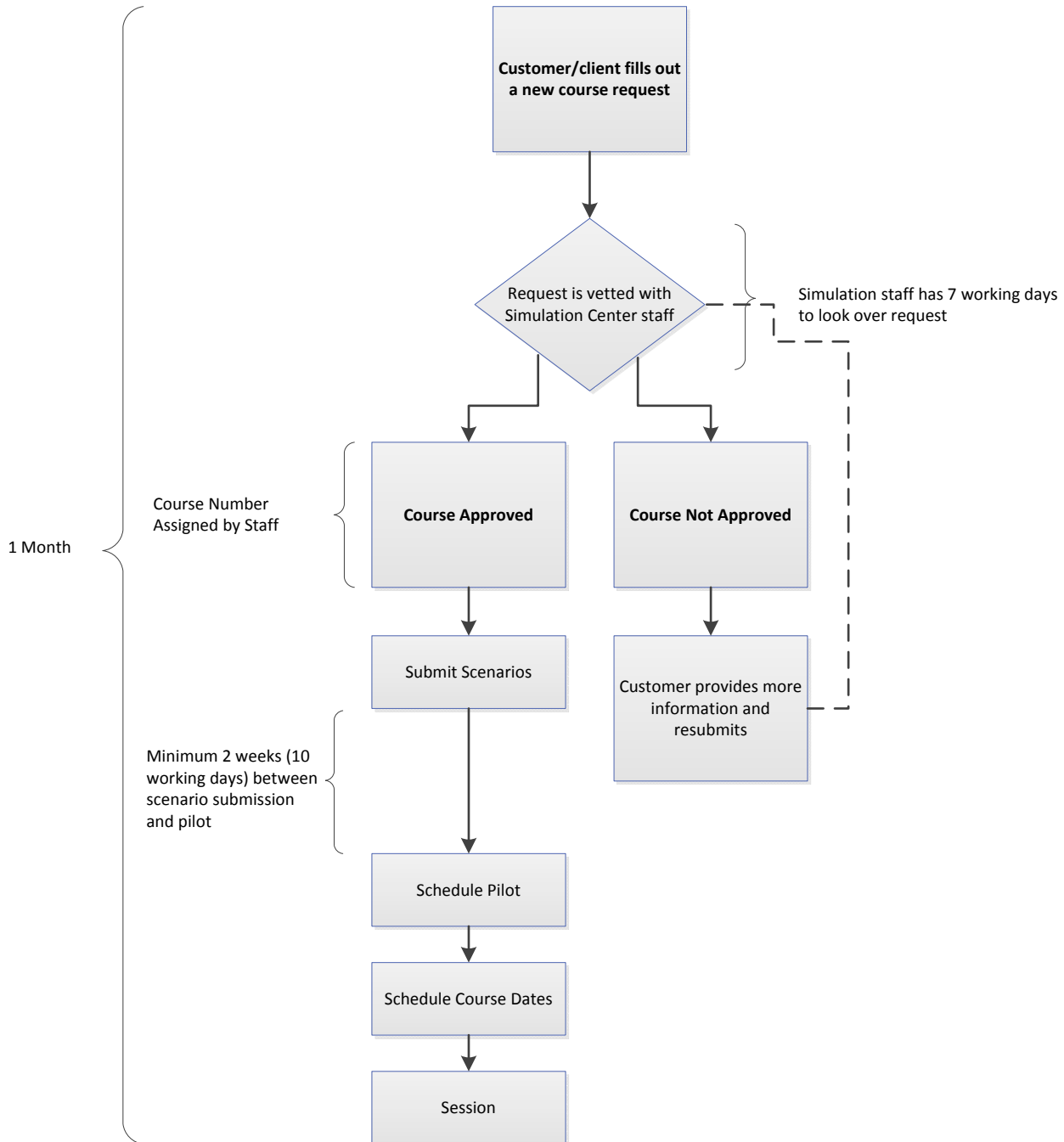
**For Infectious Agent Exposure call 714-456-7890 request  
the Infectious Disease Fellow On-Call**

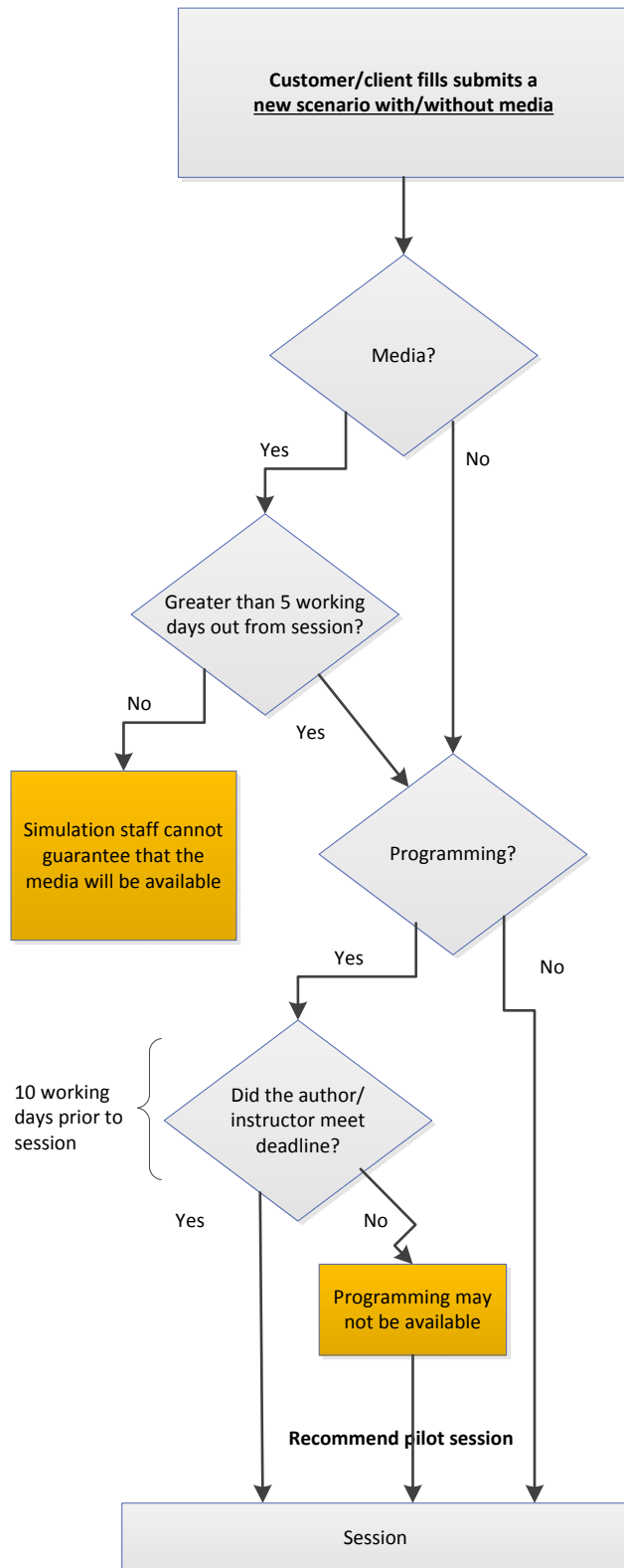
**If poisoning is suspected, contact the Poison Control  
Center at 1-800-222-1222**

## Media Relations/Request for Information Procedure



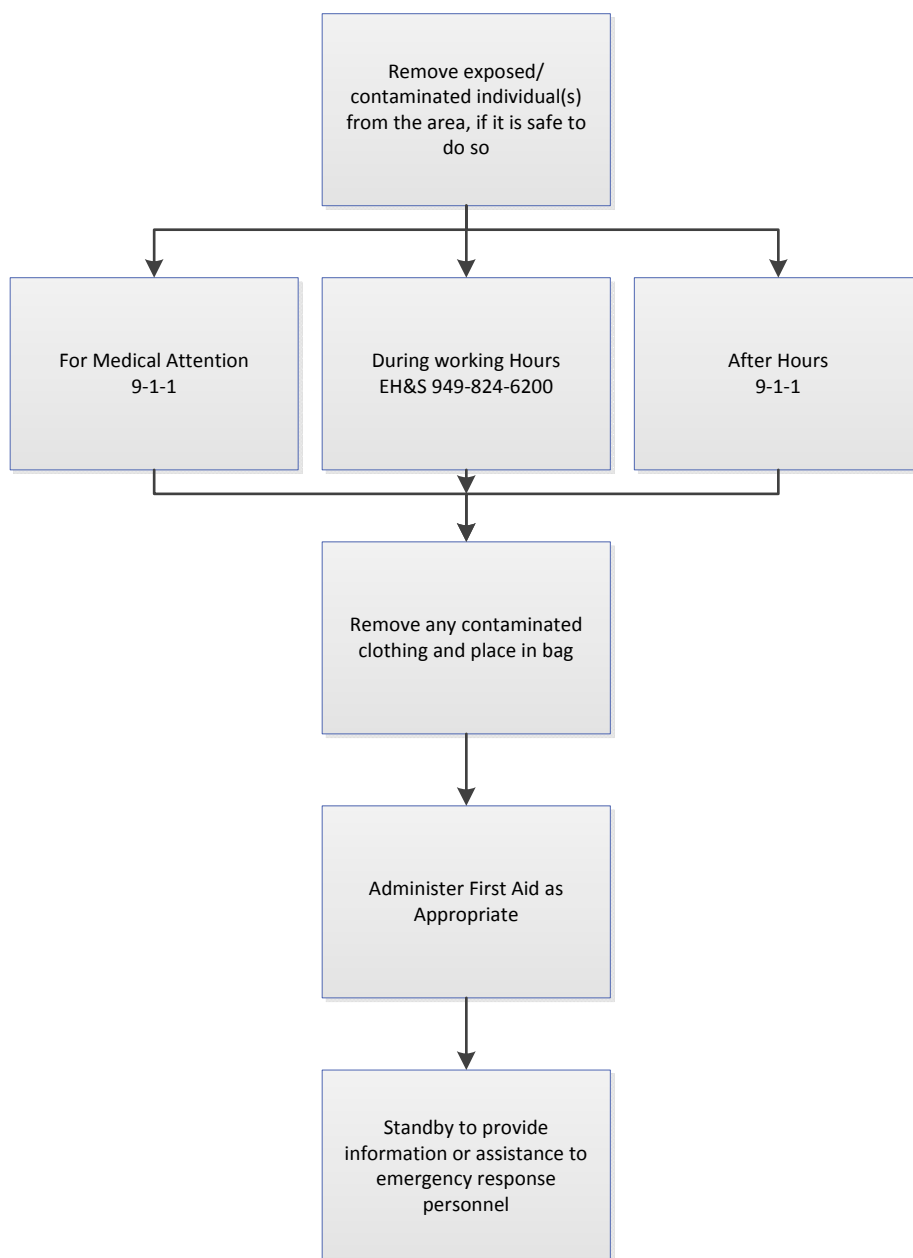
# New Course Request Procedure



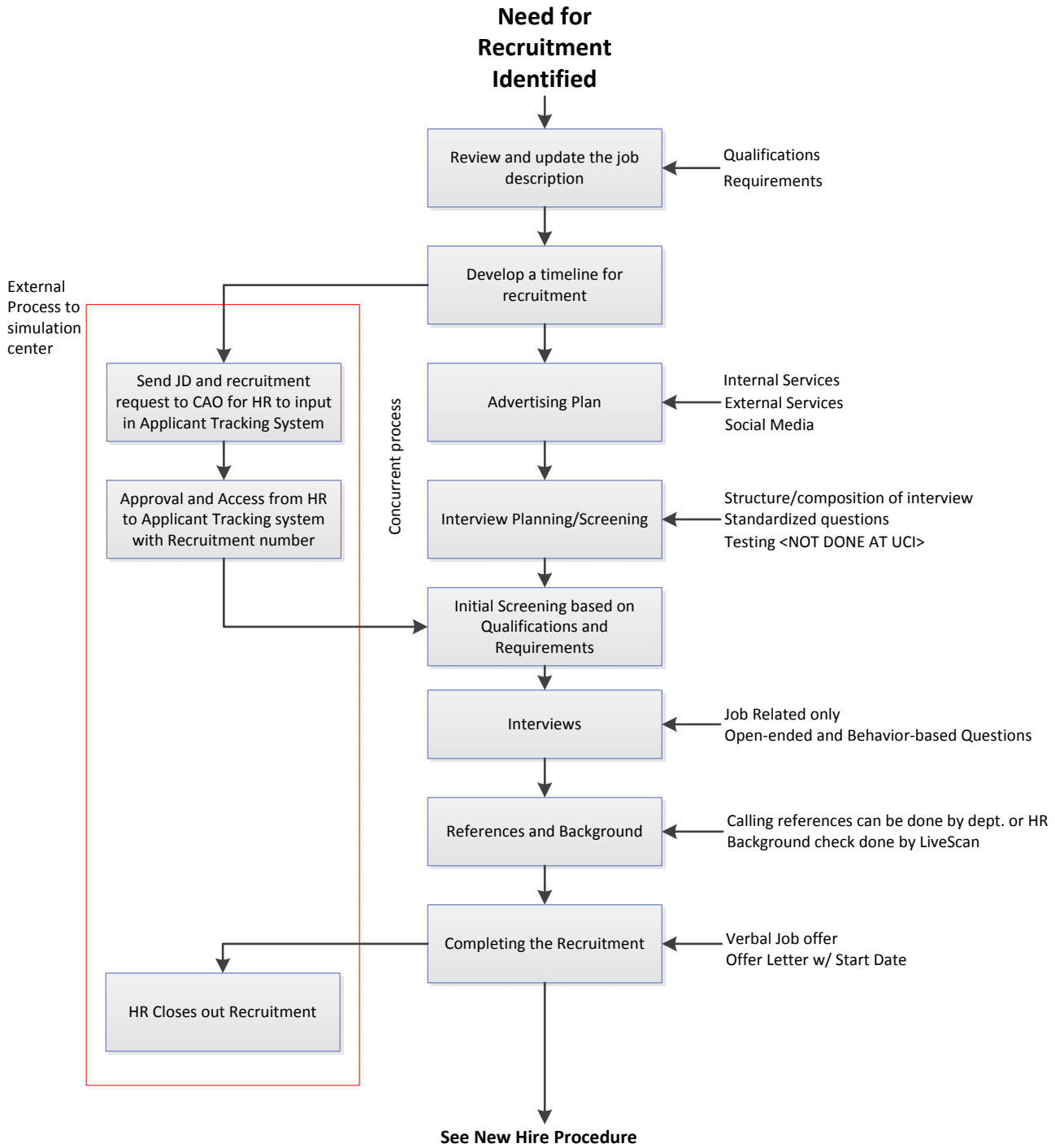


## Personal Exposure/ contamination Procedure

**For Spill  
See Spill Procedure**

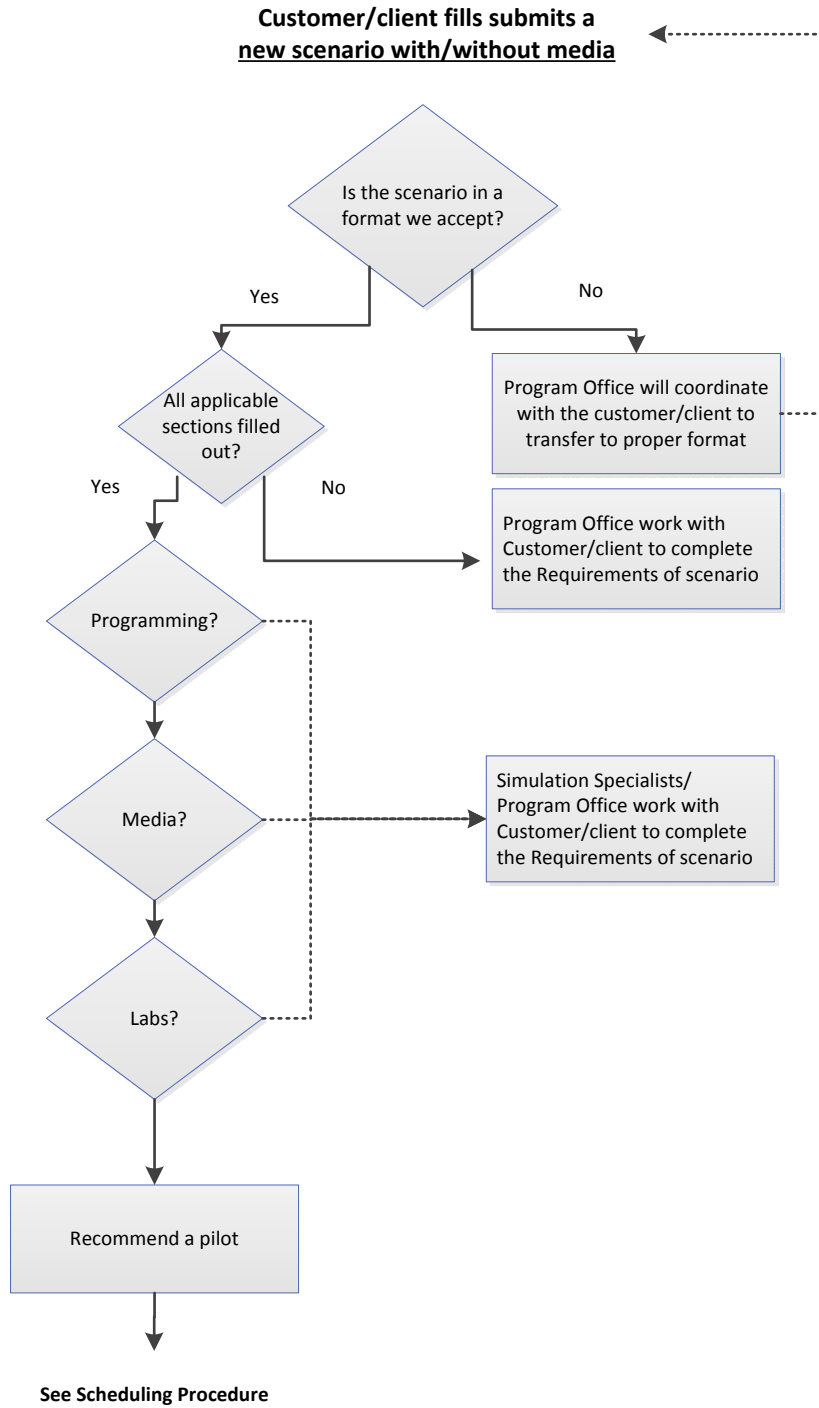


# Recruitment Process

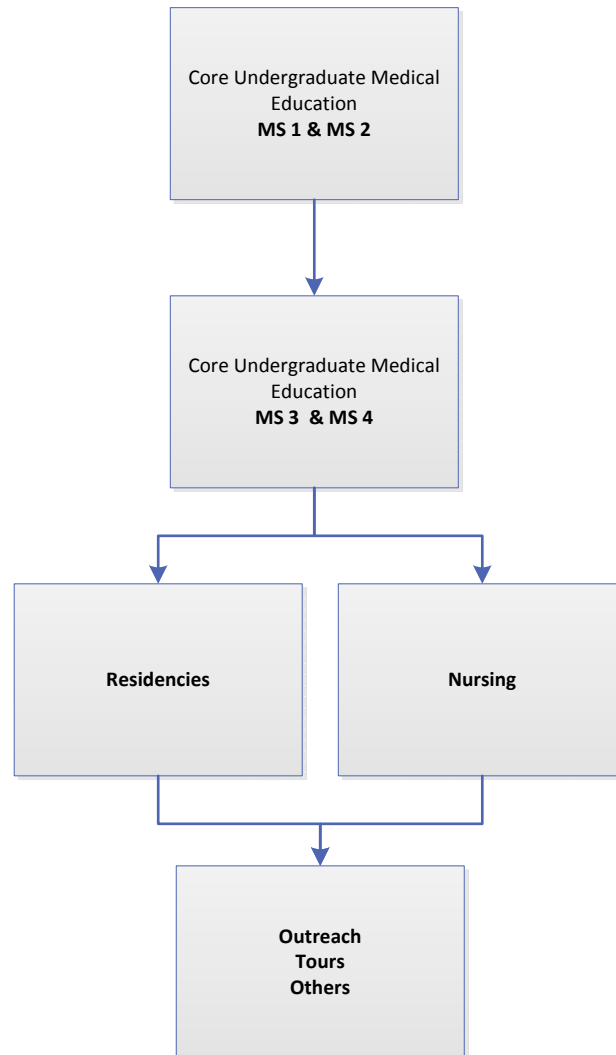




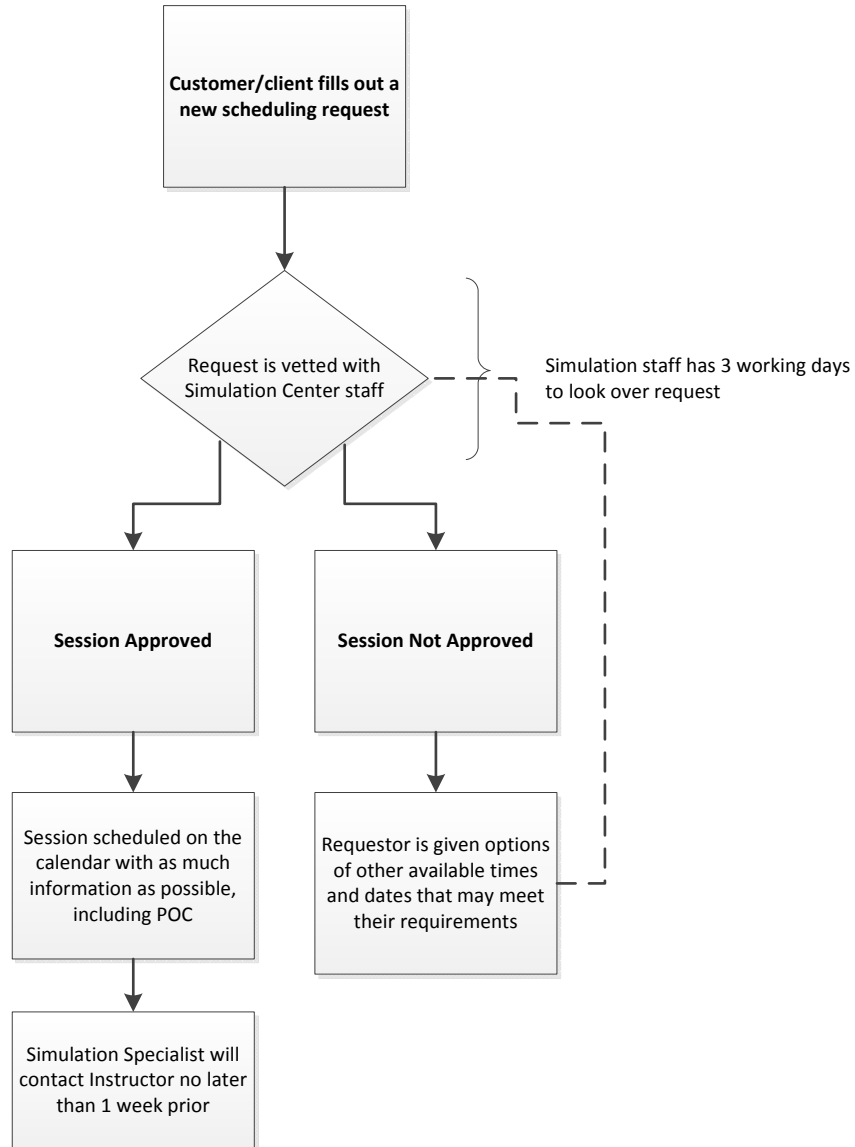
# Scenario Development Procedure



## Scheduling Priority Procedure



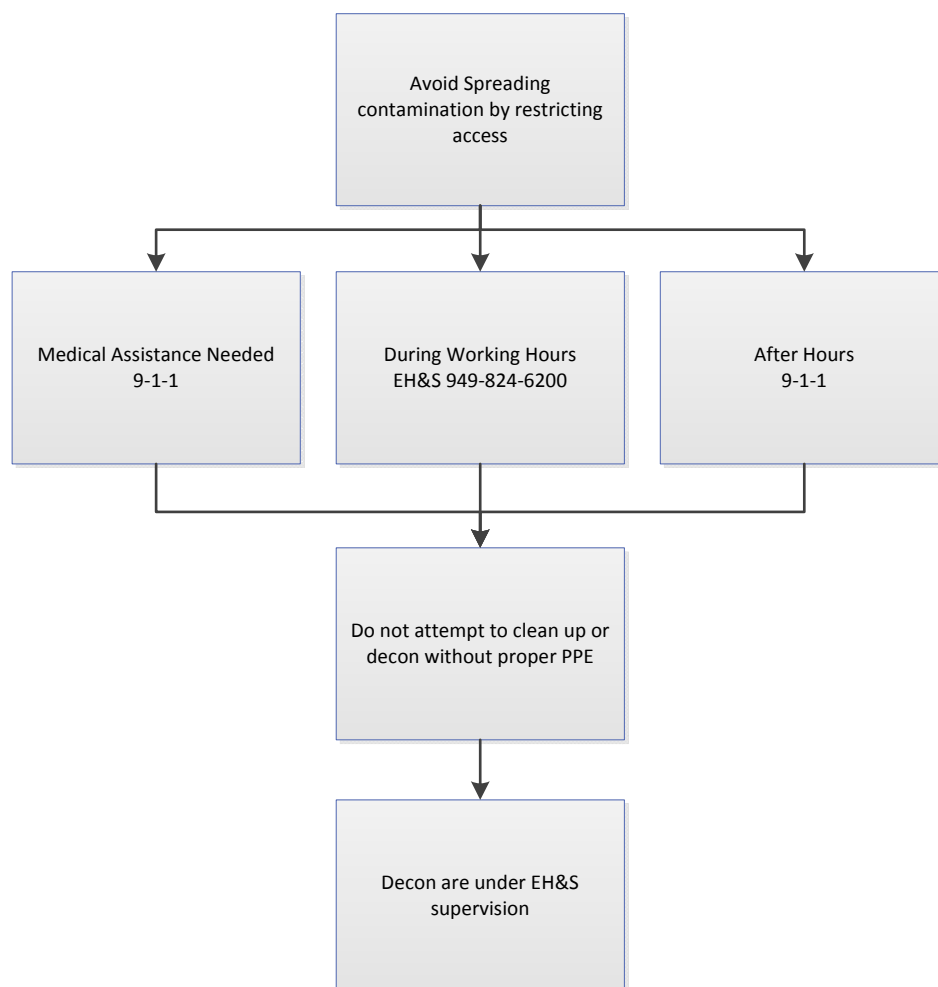
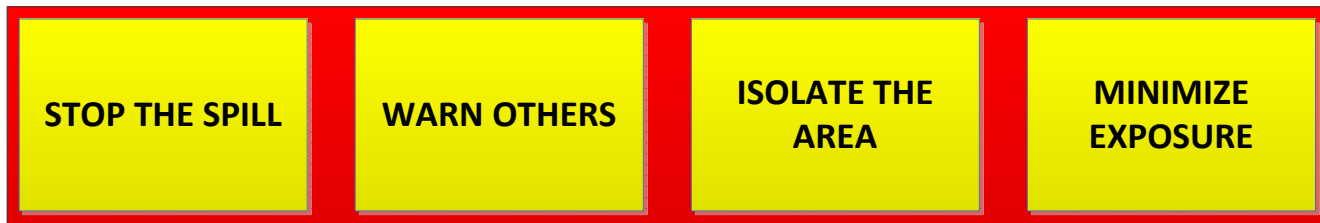
# Session Scheduling Request Procedure



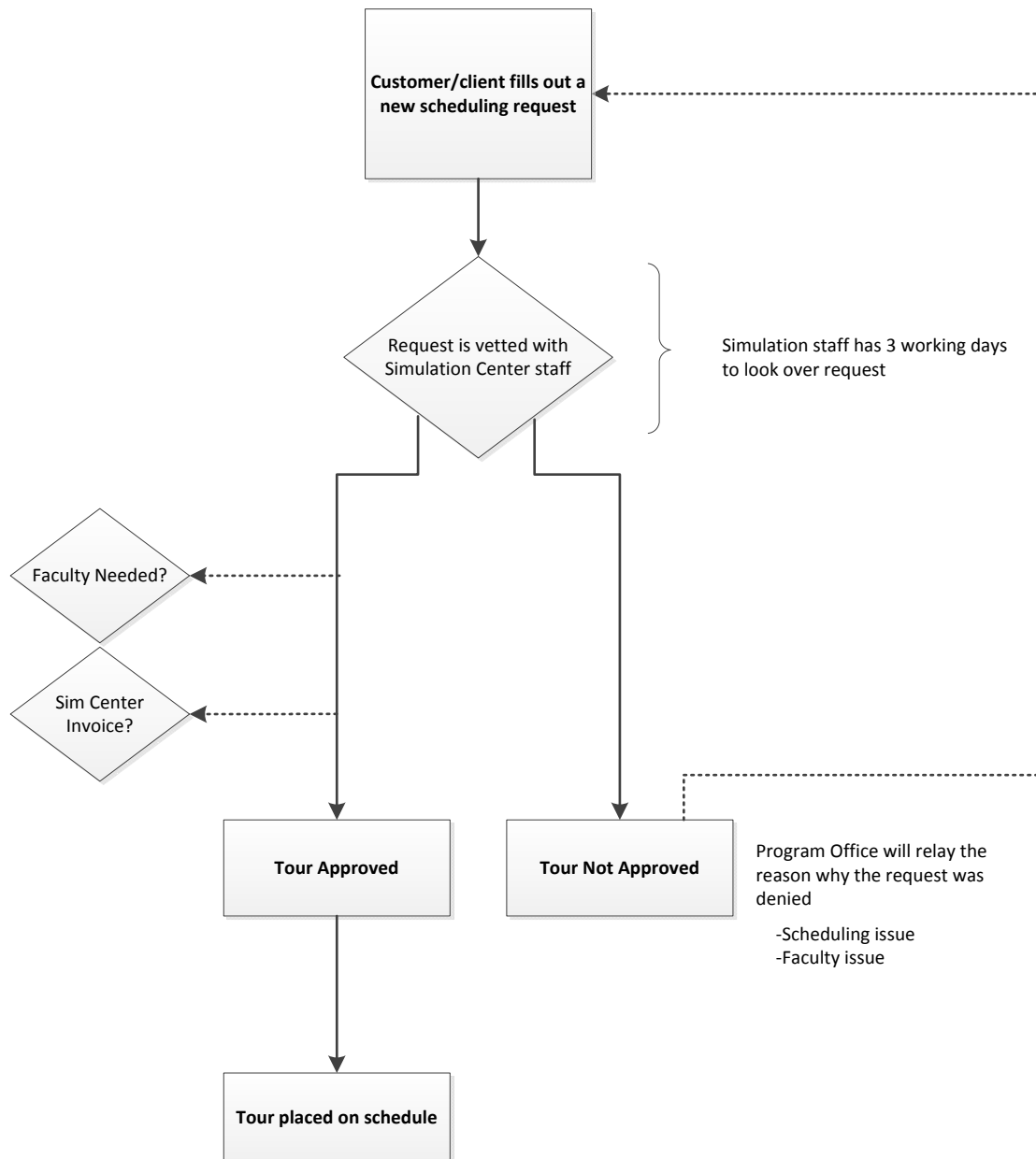
## **Simulator Procedures**

**See Simulator Tech  
Continuity Binder**

# Spill Procedure



## Tour Request Procedure



# Travel Reimbursement Procedure

