



AREA REP QUICK REFERENCE GUIDE

NEVER ENDANGER YOURSELF - PERSONAL SAFETY FIRST - DO ONLY WHAT YOU FEEL COMFORTABLE DOING

KNOCK ON DOORS - DON'T RING DOORBELLS

FOR GAS LEAK - MOVE AT LEAST 330 FT AWAY AND UPWIND - NOTIFY SECTOR CHIEF IMMEDIATELY.

IF INJURED PEOPLE NEED ATTENTION, SEND AN AREA REP TO THE AID STATION AND REQUEST HELP.

BEFORE ENTERING BUILDING (WITH A PARTNER, IF POSSIBLE):

- Station yourself at entry and announce yourself.
- Call out for mobile victims to come out to you.
- Only go into the building if it is safe and if you need to do so.

AREA DAMAGE ASSESSMENT FORM “RESIDENT STATUS” (Check all boxes that apply for the address.)

NOTE: When immediate help is needed or for serious hazards, like a gas leak, send someone to the aid station.

- UNKNOWN
- **NO HELP NEEDED** (Green) - No injury, no care required, deceased
NOTE: If there is a deceased person, do not touch the body or alter the environment. In addition to the checkmark for “NO HELP NEEDED,” check the box for “PERSON(S) DECEASED” and add the number of deceased in “Comments.”
- **NON-LIFE THREATENING** (Yellow) – Help needed but it can wait.
- **IMMEDIATE HELP** (Red) – **SEND SOMEONE FOR HELP IMMEDIATELY** – See below.

IMMEDIATE HELP (Red) - SEND SOMEONE FOR HELP IMMEDIATELY.

- For **Bleeding**, apply pressure.
- For **Breathing**: Head Tilt - Chin Lift (Try to protect neck.)
- For **Shock** (Blood Circulation Problem): “30-2-Can Do” - that is:
 - More than 30 breaths per minute is a sign of shock.
 - More than 2 seconds for color to return from squeezing fingernail. (Or check for a good pulse.)
 - Can Do - If person does not respond normally to questions, this is a sign of shock.

For shock, lay person down if possible; elevate victim’s feet 12 inches.

BEFORE TREATING ANYONE, ASK FOR THEIR PERMISSION.

HEAD TO TOE ASSESSMENT: Deformities, Bruising, Abrasions, Punctures, Burns, Tenderness, Lacerations, Swelling