

MEDICAL MEMO FROM ACCESSIBILITY SERVICES

TO:
FROM:
DATE:

RE: MEDICAL ISSUE—IMPORTANT NOTICE

STUDENT'S NAME:
ID#:
CLASS:

With the student's permission, this memo is to inform you that the student named above is currently enrolled and experiences an issue checked below. Any questions on this issue may be addressed to the student.

_____ **SEIZURES: ABSENCE**--Student may be unable to speak or appear incoherent.

This may last a few minutes. Student may leave room to sit in hallway or other private area while remaining visible.

_____ **SEIZURES: TONIC-CLONIC* (old term is Grand Mal)** – Clear all objects out of the way if student falls to the floor. See more instructions below.

_____ **TYPE 1 DIABETES:** Student may need to eat and drink in class. May have a monitoring device, such as an insulin pump, that may alarm and alert student of certain needs. Student will explain their own needs to the instructor directly.

_____ **OTHER MEDICAL CONDITION (EXPLAIN):** Instructor should address with the student directly.

*SEIZURE RESPONSE PROTOCOL—TONIC CLONIC (previously known as Grand Mal)

The student is aware that if there is a medical emergency, RACC faculty or staff are required to respond in the following manner:

- * **NOTE THE APPROXIMATE TIME THE MEDICAL ISSUE BEGAN; SAY THE TIME OUT LOUD**
- * **IF STUDENT IS ON THE FLOOR AND ON THEIR BACK, AND IF IT IS SAFE TO DO SO, PLEASE ROLL THEM ONTO THEIR SIDE**
- * **IF THE STUDENT IS SEIZING AND HAS A MASK ON, AND IT IS SAFE TO DO SO, PLEASE RELEASE THE MASK FROM ONE EAR**
- * **THERE IS NO NEED TO TALK TO OR TOUCH THE STUDENT OTHER THAN AS MENTIONED ABOVE**
- * **CALL 911 IMMEDIATELY**
- * **CALL SECURITY IMMEDIATELY AFTER CALLING 911 – EXT. 6291**
If in Berks Hall, use red phone near center stairwell and dial 6291 or use a cell phone—610-372-6291
- * **IF IN A CLASSROOM, PLEASE DIRECT OTHER STUDENTS OUT OF THE ROOM, AT LEAST BRIEFLY**
- * **ANSWER QUESTIONS OF EMERGENCY RESPONDERS WHEN THEY ARRIVE**
- * **EMAIL AN ACCESSIBILITY SERVICES STAFF PERSON AFTER ANY MEDICAL INCIDENT**