

## **EMERGENCY CARE PROCEDURES FOR SIPI STAFF FOR H1N1 CARE**

As SIPI employees, this one page document was composed in the event a student addresses you in reference to HINI flu-like symptoms.

Remember flu spread easily.

Flu-like body symptoms include: fever (100 F.), cough, sore throat, runny nose, or stuffy nose.

### **If you have a student who contacts you, please do the following:**

- 1) Please immediately isolate the student from public contact (refer to #6).
- 2) Maintain appropriate distance of 6 feet or more.
- 3) Please record symptoms and basic student information (Name, Date of Birth, and Contact Phone Number). Use the form on the bottom of this page.
- 4) Contact Cecelia Cometsevah (Ce-Ce) immediately at (505) 452-6307 (cell) or (505) 346-2319 (office), and she will meet with the student. Guidance will be provided to staff. If the student must leave campus, please get the student contact information immediately.
- 5) Ms. Cometsevah will consult with the University of New Mexico-Hospital (UNM-H) Health Professional for recommendations; she will notify the student advisor and Department Chair.
- 6) Ms. Cometsevah will meet with the student and take the student to an identified isolation room.
  - Academic area: Room #112 in the Library Building
  - Residential area: D-wing
- 7) If the student needs transportation for medical care, Ms. Cometsevah will assist in making arrangements.

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#### **STUDENT INFORMATION:**

**Student Name:** \_\_\_\_\_  
**DOB:** \_\_\_\_\_  
**Phone/Cell#:** \_\_\_\_\_

#### **CHECKLIST:**

\_\_\_\_ **Cough**                      \_\_\_\_ **Body aches**  
\_\_\_\_ **Runny/stuffy nose**      \_\_\_\_ **Fever**  
\_\_\_\_ **Sore throat**              \_\_\_\_ **Headache**

If you have any questions in reference to the Emergency Care procedures for H1N1, please contact Cece Cometsevah at (505) 346-2319 or email: [ccometse@sipi.bia.edu](mailto:ccometse@sipi.bia.edu).

Please do not hesitate.