



# **SPEECH & HEARING CLINIC EMERGENCY GUIDELINES**

**Call or text 911 in life threatening emergencies**



**FIRE**



**BOMB THREAT**



**GAS  
LEAK**



**HAZMAT**



**SEVERE  
WEATHER**



**HAZMAT**



**MEDICAL  
EMERGENCY**



**ACTIVE THREAT**

## **Evacuation**

**PROMPTS: Fire alarm, direction from the UNT Police or City of Denton Fire Department, an Eagle Alert, a visibly life-threatening situation**

- Gather those around you and quickly leave through the nearest exit.
- Ask those around you with limited mobility if they need help and provide assistance, as able.
- If you take notice of someone unable to evacuate, note their location and tell first responders as soon as possible.
- Those with access and functional needs should immediately go to the nearest fire refuge area and call 911.
- Move at least 200 feet away from the building and stay off fire lanes.
- Comply with directions from first responders.

## **Shelter**

**PROMPTS: Eagle Alert, Outdoor Warning Sirens**

- Go indoors immediately.
- Seek shelter on the lowest level of the building, away from windows and exterior walls.
- For tornadoes: Encourage others to shield their head and neck with arms and putting material such as furniture and blankets around themselves.
- If the event is HAZMAT related, completely turn off or seal off all external air sources including windows, doors, and air vents.
- Stay in shelter until an Eagle Alert is sent telling you it's safe to leave.

## **Respond to a Medical Emergency**

- Call 911 (or have someone call 911 for you).
- Send others to get an AED and to meet first responders at the door.
- Ask the individual if you have their permission to assist them.
  - If **YES**, provide first aid to the extent that you feel able .
  - If **NO**, move away from the individual and wait for first responders.
  - If **unconscious**, you have implied consent to provide assistance, as long as you are not negligent.
- Assist paramedics as needed when they arrive.
- Gather info and report the incident to Risk Management Services.

## **Run. Hide. Fight. (Active Threat)**

**PROMPTS: Eagle Alert; successive, loud shot noises; groups of individuals running and screaming**

- **RUN** and escape the active threat if possible.
- **HIDE** from the active threat if escape is not possible.
- **FIGHT** the attacker as a last resort and commit to your actions.

## **CAMPUS EMERGENCY CONTACTS**

<p><b>Any life-threatening emergency</b></p> <ul style="list-style-type: none"> <li>Active threat</li> <li>Acts or threats of violence</li> <li>Bomb threat</li> <li>Fire</li> <li>Hostage situation</li> <li>Life-threatening hazardous materials release</li> <li>Medical emergencies</li> <li>Natural gas leak</li> <li>Suicidal person</li> <li>Violent civil disturbance or demonstration</li> <li>Violent/threatening/hostile individual</li> </ul>	<p style="text-align: center;"><b>911</b></p> <p style="text-align: center;"><b><i>Call or text 911 in life-threatening emergencies</i></b></p>
<p><b>Any non-emergency concerns</b></p> <ul style="list-style-type: none"> <li>Civil disturbance or demonstration</li> <li>Disruptive person</li> <li>Elevator failure</li> <li>Suspicious person</li> </ul>	<p style="text-align: center;"><b>UNT Police</b></p> <p style="text-align: center;"><b>940-565-3000</b></p>
<p><b>Maintenance-related issues</b></p> <ul style="list-style-type: none"> <li>Power outage</li> <li>Water leak or flooding</li> <li>Property damage</li> </ul>	<p style="text-align: center;"><b>UNT Facilities</b></p> <p style="text-align: center;"><b>940-565-2700</b></p>
<p>Minor hazardous materials release</p>	<p style="text-align: center;"><b>UNT Risk Management</b></p> <p style="text-align: center;"><b>940-565-2109</b></p>
<p>Building Safety Contact:</p>	<p style="text-align: center;"><b>Find Here:</b></p> <p style="text-align: center;"><a href="#"><u>Building Representative Program</u></a></p> <p><b>Full link:</b></p> <p><a href="https://facilities.unt.edu/resources/building-representative-program.html"><u>https://facilities.unt.edu/resources/building-representative-program.html</u></a></p>

**If you are unsure if a situation is or is not an emergency, always call 911.**

# ***SPEECH & HEARING CLINIC EMERGENCY LOCATIONS AND SUPPLIES***



## ***Shelter Areas***

- First floor restrooms, interior hallways, and Rooms 150, 154, 156, 158, and 162

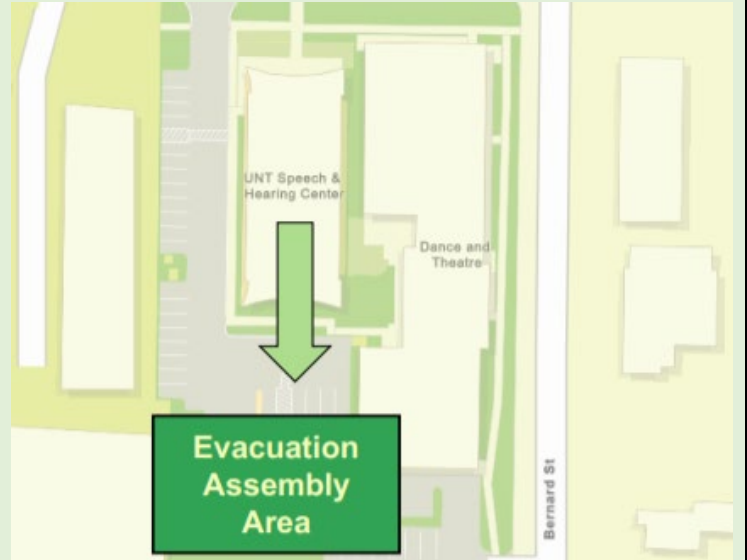
## ***For Tornado Warning***

- During normal business hours, prop open the rear door to allow individuals from the Dance and Theater Building to shelter inside of the clinic, if time permits. Outside of normal business hours, there is no need to perform this action.

## **Evacuation Assembly Area**

## ***Evacuation Assembly Area***

- Exit the building and proceed to the south end of Parking Lot 56, unless otherwise directed by first responders or an Eagle Alert.
- Wait to re-enter the building until the UNT Police or Denton Fire Department has given the all-clear.
- Note: Never put yourself in danger during an evacuation.



## ***Medical Emergency Related Equipment***

- **First Aid Kits:**
  - 1<sup>st</sup> Floor: Clinic front desk
  - 2<sup>nd</sup> Floor: Kitchen cabinet, marked First Aid Kit
- **Stop the Bleed Kits:** Located in AED cabinet
- **AEDs:** Room 106 on the first floor near the south doors.

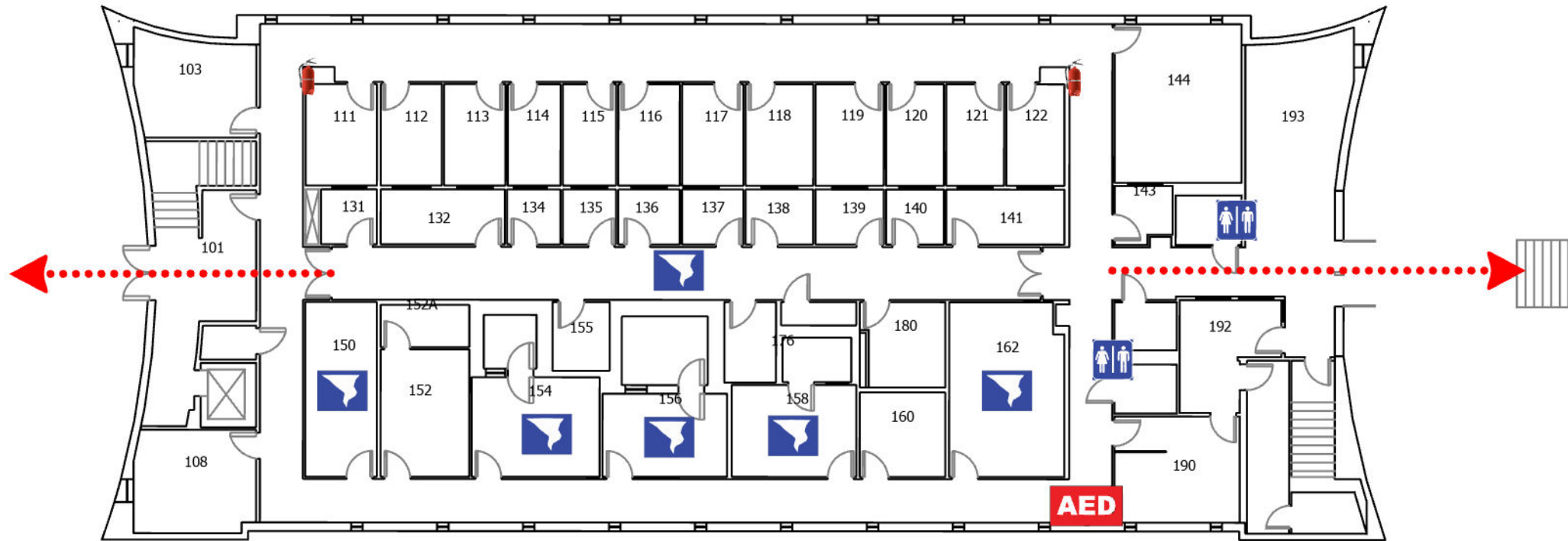


## ***Fire Extinguisher Locations***

- Across from Room 103
- Across from Room 144
- Outside Room 232
- Across from Room 269

# SPEECH & HEARING CLINIC

## FIRST FLOOR



Fire Extinguisher



Restroom



AED



Exit