If an emergency occurs, will you know what to do?

Introducing CATHOLIC MUTUAL GROUP'S

Emergency Response Procedures App



Download today!

- Instant access to a quick reference guide of emergency procedures on your iPhone or Android device.
- Instant access to specific phone numbers needed during emergency situations.
- Easy to use and no limit on the number of devices.
- No fees.
- Available in English and Spanish.
- You will only be asked to sign in one time. Username: cmgerp

Password: cmgsafe

For additional information, please contact the Risk Management Department at Catholic Mutual Group.

Catholic Mutual Group



Emergency Response Procedures

Instructions to download the Catholic Mutual Emergency Response Procedures mobile application:

- 1. <u>Search</u> for Catholic Mutual Group in the "App Store" (Apple iOS) or the "Play Store" (Android devices).
- 2. <u>Install</u> Catholic Mutual Group Emergency Response Procedures (ERP) on your device. Accept app permissions.



<u>Open</u> ERP app—sign-in and select language option. You will only be asked to sign in one time.
 Username: cmgerp

Password: cmgsafe

4. <u>**Customize**</u> your app by clicking the settings icon and the 'Edit Tabs' option.





- Select which best practice procedures you want to see on your main dashboard app. Click
- Select which order you would like to see your best practice procedures. Click ‡

7. Click the phone icon to customize the contacts within your app.



8. Basic emergency contact names have been prepopulated but can be customized.

Name		
_		
Phone N	umber	
	ADD	
<		Ō

Edit contacts

You can Add contacts

Or Call contacts from this list

9. To access the best practice procedure, simply click the title from your main dashboard app.



<			Ċ
Acciden	t, Serious Injury or	+ +	۲
Acciden	ts / Medical	+	۲
Active S	hooter	+	۲
Biochem	nical / Radiological /	*	۲
Bomb or	r Bomb Threat (Code	+	۲
Bus Inci	dent / Accident	+	۲
Death or	n School Site	*	۲
Drive-By	Shooting on School	+	۲
Drug Us	e or Overdose	+	۲
Evacuat	ion Procedures	+	۲
Exposur	e to Blood / Body	+	۲
Facility l	Jsage / Overnight	+	۲
Fire		*	۲
Harassn	nent / Threatening	+	۲

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Emergency ((911)		i.
Assistant Su	perintendent		
Sheriff's Dep	partment		L.
Poison Cont	rol		L L
Electric Utilit	ty Company		L.
Natural Gas	Utility Company		L.
Water Utility	Company		6

<		C
Acc	cidents/Medical Emergend	cies
Administrat	tor's Responsibilities	
• Call 91	1	
· Report to	the scene. Secure and isolate the area.	
 Have staf 	ff trained in First Aid/CPR. Respond to the	area to assist
 Assign ar 	n individual to meet and escort the emerg	ency medical
responde Notifu the	ers to the scene.	
 Provide til 	he police/EMS emergency information	
 Accompa 	any the student/staff to the hospital if the	parent/guardia
cannot be	e there.	
 Initiate su the Crisis 	upport services for students/staff immed	lately through
Teacher's/S	taff's Pernonsibilities	
reacher 3/0	turi a Reaponaionnea	
 Evaluate t 	the accident scene. Isolate and secure th	e area.
 Direct any 	y unaffected persons to a safer and secu	red area.
 Call 91 	1	
 Notity the 	e Administrator-in-Charge ASAP. Advise the	em of the
 If the sce 	the is safe proceed to the victim and asse	ass the severity
of the inju	ury.	
 Stabilize I 	the victim. Administer first aid.	
 Use unive 	ersal precautions when handling body flui	ds.
 Assist the If the sce 	e emergency medical responders.	wires etc. wait
for EMS.		miles, etc. Har
Planning Re	elated to Serious Field Trip A	ccidents
- Chus a se	ou of the sector chousing all students income	annal attender
to the off	ice and the bus driver prior to the trip. Ke	eo on file for or
year.	the second second prior to one only re-	
 Secure er 	mergency information (including medicat	ions) for each
student e	emergency prior to departure.	-
 it is record 	minenaed that someone carry a cell phon	e.
 In case of 	t a serious accident, CONTACT 911 and t	the appropriate