

NUMBER: LESA 3.09  
SECTION: Law Enforcement and Safety  
SUBJECT: Reporting Serious Illness/Injury Via the (7-9111) Emergency Telephone Line  
DATE: November 1, 2006  
Policy for: Columbia Campus  
Procedure for: Columbia Campus  
Authorized by: Ernest L. Ellis  
Issued by: Law Enforcement and Safety

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I. Purpose:

To ensure the thorough and appropriate reporting and response to all serious illnesses or injuries occurring on the Columbia Campus.

II. Policy:

It is the policy of the University of South Carolina and the Division of Law Enforcement and Safety to provide a cohesive and professional system for the receiving and responding to reports of serious illnesses or injuries.

III. Procedure

- A. If an individual becomes seriously ill or is injured, call the University Police Department using the on campus **emergency telephone line (7-9111)**.
- B. When the desk officer answers the emergency line, the caller should provide the following information:
1. name of person calling;
  2. location of person needing assistance; and
  3. nature of the emergency.
- C. The desk officer will immediately dispatch an officer, the University's First Responder, and an ambulance to the location.
1. If hospitalization is not required, the individual may be transported by police vehicle to the Thomson Student Health Center for treatment and further disposition.

D. The individual will not be transported off-campus in a police vehicle. If it is necessary EMS will be utilized to transport to area hospital.

IV. Reason for policy revision.

Clarification of role of University Police Department.

Send Comments to [Ernie Ellis](#)