



## Colegio Bilingüe New Horizons

Our Strongest Conviction is Academic Excellence

Accredited by New England Association of Schools and Colleges (NEASC)

### Emergency Protocol

1. Please advise the doctor immediately by dialing the extension 222 or contact him/her in the medical unit.
2. After evaluating the patient, the doctor will request that the receptionist call the psychologist and/or the assistant principal for that grade level.
3. If the doctor is not on campus, the psychologist and the principal for that grade level are responsible for handling the emergency. Only the psychologist and the principal for that grade level are authorized to give CPR to the student or make any decisions regarding the emergency. Both, the psychologist and the principal for that grade level should be contacted through the receptionist at extension 201.

The receptionist, the doctor, the psychologist, principal for that grade level, and the Public Affairs Department must have the following emergency telephone numbers available:

1. Ambulance services Phone #: (809) 535-1080
2. Clinics
  - Clínica Abel González Phone #: (809) 682-6001
  - Centro Médico Dominicano Phone #: (809) 531-2800
3. Fire Department Phone #: (809) 682-2000
4. Doctors to be contacted in cases of emergencies
  - Pediatricians Dra Elizabeth Tezanos de Fernández: (809)696-6814  
Dra Sandra Orsini (809)858-3199
  - Surgeons Dr Otoniel Díaz (809)350-4384
  - Ophthalmologists Dra Natalia Bergés (809)849-1868
4. After the doctor evaluates the student, he/she will call the parents to inform about his/her health and, if it is necessary, he/she will refer the student to a specialist.
5. In case the student needs to be taken to a clinic, the doctor, the psychologists, or the principal for that grade level will inform parents.
6. The receptionist will call the ambulance service and make all the necessary arrangements with the clinic where the student will be taken. The psychologist will go in the ambulance and/or car together with the student and will stay in the clinic until the parents arrive and take responsibility for the child.
7. The Public Affairs Department is responsible for the follow-up conferences.

NOTE: New Horizon's employees should give all the necessary cooperation and should remember that serenity and prudence are the most important skills in case of an emergency.