

Emergency Guide

MEDICAL EMERGENCY

- Do not attempt to move the injured person unless they are in immediate danger.
- **Immediately call emergency personnel: 9-1-1.**
- Provide as much information as possible.
- Follow all instructions of the operator.
- Provide care if you are trained to do so.
- Only give care to your level of training and comfort.
- Stay with the injured/ill person until emergency personnel arrive.

ACTIVE SHOOTER

- If you cannot escape, locate a room to take shelter.
- Secure & barricade the door(s). Close blinds or other window coverings.
- Turn off lights, radios, computer monitors, and silence cell phones.
- Remain quiet. Encourage others around you to do the same.
- Stay out of sight (i.e.: hide behind a concrete wall, desk, etc...).
- **DO NOT** evacuate for a fire alarm **UNLESS** you see smoke or flames.
- Follow the **EXACT** orders of law enforcement.
- Remain in shelter until an “all-clear” message is received.

SEVERE WEATHER

- Go to the nearest interior location away from windows on the lowest level possible.
- Avoid large open spaces.
- Reference emergency alert information for additional details.
- For winter weather safety, visit: stormready.appstate.edu.

BOMB THREAT

- If you find a suspicious package, do not touch or move it. Call Campus Police immediately.
- If you receive a bomb threat, stay calm & contact Campus Police.
- Follow instructions of emergency personnel.

FIRE

- If you smell or see smoke, or see fire, evacuate the building immediately.
- Pull the fire alarm pull station as you exit the building.
- From a safe location outside of the building, contact 9-1-1.
- If you hear the fire alarm, leave the building immediately.
- **DO NOT** re-enter the building until instructed to do so by emergency personnel.
- Only use a fire extinguisher if you are not in danger, you have been trained, and the fire is smaller than a small wastebasket.

SUSPICIOUS ACTIVITY

- **Immediately** report suspicious persons or activity to Campus Police.
- Provide as much detail as possible (location, description, etc...).
- **DO NOT** confront the individuals.

ARMED INTRUDER

- If you see a person(s) carrying a firearm or weapon, notify Campus Police immediately.
- **DO NOT** confront the person(s).
- Exit the area or take shelter in a safe location.

EMERGENCY NOTIFICATION

AppState wants you to be informed of emergency events that have a significant impact on the campus community. Here are a few ways that you can be notified:

1. **SMS Text Message Alerts**
 - Register your cell phone at <http://appstatealert.com>
2. **Voice Calls**
 - Register your phone at <http://appstatealert.com>
3. **Computer Pop-Up Messages**
4. **Emergency Outdoor Siren**
5. **E-mails**
6. **Website (emergency.appstate.edu)**



EMERGENCY INFO & RESOURCES

- **Emergency:** 911
- **Campus Police Emergency:** (828) 262-8000
- **Counseling & Psychological Services:** (828) 262-3180
- **Health Services:** (828) 262-3100
- **Mountaineer Safe Ride:** (828) 262-7433
- **Dean of Students:** (828) 262-8284
- **Adverse Weather Hotline:** (828) 262-7669
- **Environmental Health, Safety & Emergency Mgmt:** (828) 262-4008 or safety@appstate.edu

Visit these websites for additional safety & emergency information:

- **AppCares:** appcares.appstate.edu/
- **University Police:** police.appstate.edu
- **Emergency Preparedness Info:** emergency.appstate.edu

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CAMPUS POLICE EMERGENCIES: DIAL (828) 262-8000