



Department of Harvard Athletics & Recreation
Club Sports

**Hemenway Gymnasium
EMERGENCY ACTION PLAN**

Emergency Communication

- Direct line located at front desk
- Anyone utilizing athletic facilities should have a cell phone on site

Emergency Equipment

- In the event an AED is used, the AED should be turned off unless it is immediately needed for an additional incident and its use should be reported to either HUPD or Harvard Sports Medicine: 617-495-2200.
- AEDs for public access are located:
 - At the front desk.
 - In between the multipurpose room and gym floor (Top floor)

Emergency Personnel Roles

- Immediate care of injured or ill student-athlete.
- Activation of Emergency Medical Services
 - **Call Professional Ambulance at (617) 492-2700 or 911**
 1. provide name
 2. location
 3. telephone number
 4. number of individuals injured
 5. condition of injured
 6. first aid treatment
 7. specific directions
 8. other information as requested
 - **Caller should hang up last!**
 - Notify Harvard University Police Department at (617) 495-1212.
 - Direction of EMS to scene.
 - Scene control.

EMS

- EMS should be directed to take all emergency situations to Beth Israel Deaconess Hospital.
 - If physician instructions or EMS guidelines dictate otherwise, transport to Mt. Auburn

Hospital Information

- Beth Israel Deaconess Medical Center: 330 Brookline Ave. Boston, MA 02215 [617-667-7000]
- Mt Auburn Hospital: 330 Mt Auburn St. Cambridge, MA 02138 [617-492-3500]
- Massachusetts General Hospital: 55 Fruit St. Boston, MA 02114 [617-726-2000]



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Venue Directions

1515 Massachusetts Ave,
Cambridge,
MA 02138