If called to attend to a person who has collapsed or is unconscious remember:

1. Check – is the casualty unresponsive and not breathing? (If breathing put in the recovery position)
2. Call Security x5999 to organise Ambulance immediately
3. If casualty is not breathing;
   Ask Security to get defibrillator to your location ASAP
   Start compressions, (30 compressions - 2 breaths)
   Push hard and fast in the centre of the chest – Don’t stop until defibrillator / ambulance arrives
4. If using Defibrillator, ensure chest is bare place pads in accordance with diagram
5. Follow verbal instructions from defibrillator
6. ENSURE that NO ONE is in bodily contact with the casualty before you activate the shock button – remember - ‘CLEAR’
7. Follow defibrillator instructions until ambulance arrives