Frontier Medical & Dental College, Abbottabad

P. O. Public School, Abbottabad.
Tel: 0992-406600- 0992-406601 ; Email: info@fmc.edu.pk

STANDARD OPERATING PROCEDURES (SOPS)

For Emergency Medical Response

Frontier Medical and Dental College reaffirms its commitment to international standards of medical emergency response and has formally adopted and institutionalized the following SOPs into its internal governance framework to ensure timely and professional handling of any medical emergencies involving any staff or students.

1. Emergency Recognition and Initial Response

In case a faculty member, staff member, student or any individual on the premises of the college is found unconscious or in medical distress:

- The nearest faculty member or demonstrator shall immediately assess the condition and initiate basic life-saving measures, lack of pulse, feeble pulse.
- Simultaneously, other students or staff present shall inform the reception and call the ambulance stationed at Shahina Jamil Teaching Hospital.
- First responders shall look for signs such as loss of consciousness, frothing, incontinence, seizures, or lack of pulse, and respond accordingly.

2. Medical Response at SJ Teaching Hospital

- Upon arrival at the Emergency Department, the patient shall be received by the duty doctor.
- A red alert (beep) shall be activated as per protocol.
- Resuscitation .protocols shall begin without delay in accordance with Advanced Cardiac Life Support (ACLS) guidelines.
- Airway management shall include suctioning and, if necessary, endotracheal intubation.
- Oxygen shall be administered, IV access established, and emergency drugs given per protocol.
- Vital signs and oxygen saturation shall be monitored throughout.

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3. Referral to Tertiary Care (if required)

- If the patient's condition requires further tertiary care or is medico-legally sensitive, referral shall be made to the nearest public-sector tertiary care facility.
- Transfer shall be carried out via fully equipped ambulance, accompanied by trained medical personnel, with full documentation of the clinical history and intervention given.

4. Post-Emergency Protocol

- The Academic Council shall convene an emergency meeting within 24 hours of any such incident.
- An internal inquiry committee comprising at least five senior faculty members shall be constituted immediately to investigate the incident.
- The committee shall review all available medical records, witness statements, and CCTV footage if relevant.
- A complete report shall be submitted within seven days.

5. Communication with Family and Authorities

- The College shall do its best to ensure that the family of patient is informed at the earliest by the Student Affairs Office or the attending senior doctor.

6. Documentation

- All medical interventions, timings, names of doctors involved, vitals, and medications given shall be recorded in real time.
- Copies of the Emergency Case Sheet and Referral Form shall be kept on file and forwarded to relevant authorities as required.

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7. Training and Infrastructure

- Emergency simulation drills shall be held twice annually within academic blocks and hostels.
- Basic Life Support (BLS) training is mandatory for all demonstrators, hostel wardens, and key administrative staff.
- ACLS-certified staff shall remain on-call at Shahina Jamil Teaching Hospital round-the-clock.
- Ambulances shall be inspected weekly to ensure full equipment and readiness.

8. Student Awareness and Access

- On admission, each student shall submit medical history and emergency contact details.
- Medical emergency contact numbers shall be placed prominently across hostels and academic areas.
- Orientation sessions shall include emergency procedures and basic self-help guidance.

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