



# CAMPUS SAFETY SERVICES

## Quick Reference Guide.

### PHONE NUMBERS TO KNOW

**Campus Safety Emergency Number: 408-554-4444**

**Police, Fire, Medical: 911**

*Program into your phones . . .*

**Santa Clara Police 7-Digit Emergency: 408-296-2236**

**Santa Clara Fire 7-Digit Emergency: 408-296-1515**

Santa Clara City Police Front Desk (Non-Emergency): **408-615-4700**

Santa Clara City Dispatch (Police & Fire) Non-Emergency: **408-615-5580**

Campus Safety Services Non-Emergency Number: **408-554-4441**

Shift Watch Commander (WC): **408-554-5079**

Campus Safety Services Director: **408-554-4161**

Campus Safety Services Assistant Director: **408-554-5082**

### SEE SOMETHING? SAY SOMETHING!

If you see anything suspicious, report it to Campus Safety Immediately. Please be prepared to provide detailed descriptions of the person(s), clothing, direction of travel and any associated vehicle, bicycle or other method of transportation. Help keep you and your fellow students safe by being alert.

### MEDICAL EMERGENCIES

Campus Safety Services (CSS) responds to all medical emergencies on campus. Their role is to assess the emergency, render care if needed and determine what response is appropriate. CSS staff is trained in first aid and CPR/AED use. SCU Emergency Medical Technicians (EMT) may also respond to render care.

***If the patient is experiencing any of the following symptoms CALL 911 IMMEDIATELY:***

- Unconscious, or may have experienced momentary unconsciousness
- Head injury
- Bleeding profusely
- Chest pain
- Shortness of breath

### FIRE ALARM ACTIVATION STEPS: Call CSS!

Safely evacuate as soon as possible (NO elevators).  
Head to your designated assembly site.  
Wait for "All Clear" from CSS or SCFD.

***CALL 911 immediately—then call CSS.***

For all other medical emergencies call CSS. When reporting medical emergencies be prepared to provide the patient's location, illness/injury, and name, as well as your own name and callback number.

Additional residence hall staff may be used to meet responding personnel and to clear unnecessary persons from the area. **You should be prepared to brief the responding personnel about what you know about the patient, particularly their age.** Also of interest to responding personnel is a patient's pre-existing medical conditions, medications, allergies, what they've eaten that day, and if/how much drugs/alcohol they've consumed. **The goal is to help the patient, not for punishment.** Please assist the responding personnel in any way you can.

### SERVICES YOUR CAMPUS SAFETY TEAM PROVIDES

**Safety Escorts:** We will provide a safe means of transportation to/from locations on campus and to/from locations within a reasonable distance from campus. We want you to feel safe!

**Maintenance Issues:** We will respond and assess the problem, notifying the appropriate parties ASAP.

**Vehicle Assistance:** We will provide battery jump-starts to vehicles on campus as well as those within a reasonable distance from campus. We will also provide assistance if you've locked your keys inside your vehicle. Note: liability waivers required.



*The CSS department's mission is to use its resources to keep the campus community as safe as possible.*