

BSA 365 emergency cheat sheet

1) Did you prepare a trip plan? Take a copy? Leave a copy behind?

- You can copy & use the form on the back of this sheet. Make a copy for you to take. Give a copy to a contact in Columbus who will be available for messages; have the contact call Mike Hock or Jerry Roderick about the plan.
- If you have no form, then write it out & copy it yourself:
 - Name of the person(s) in charge & telephone(s) while on trip
 - Name of the person(s) who have current First Aid certification
 - Name of Columbus person(s) who have a copy of the plan, telephone(s) while on trip
 - Description of every vehicle on the trip & license numbers
 - Names of participants on the trip, their age, address & telephone
 - Cell phone for contact on trip, if available & usable in the terrain
 - Trip plans: leaving from, going to, leaving date & time, return date & time, latest possible return date & time, & other pertinent information about the trip
 - Information you must get about emergency authorities to contact along the way of the trip: telephone for police & emergency medical services; telephone & map location of the local hospital; telephone contacts you need to carry out your itinerary

2) Do you have critical emergency stuff to take with you?

- Take critical emergency information with you on the trip:
 - Your copy of your trip plan, including a complete list of participants
 - The name & telephone(s) of the person(s) in Columbus who have the plan
 - A complete list trip participants
 - Your copy of the BSA Tour Permit
 - A list of Council & Troop emergency contacts [below, for your convenience]
 - Permission slips for the trip
 - Medical releases for the trip
- Take critical emergency equipment – these 3 things
 - First aid kit
 - Battery-operated AM or AM/FM radio to receive emergency broadcasts
 - Cell phone, if available among leaders & suitable to terrain
- Create a chain of response: who's responsible for emergency response, who's in charge if that person can't do it

3) Before you leave, did you review emergency issues with leaders?

- Review the trip plan with all leaders?
- Review medical issues presented in permission slips?
- Review steps to take in an emergency?
 - Stay calm, keep yourself safe
 - Review the scene & make a plan for emergency response
 - Contact emergency medical services (EMS or 911) as soon as necessary. Identify yourself to the designated First Aid person & give caregivers any related health information to assist with first aid
 - When things are resolved, contact the Troop & Council contacts [below]

Simon Kenton Council staff	614-436-7200 (office); 800-433-4051 (toll-free)
Jerry Roderick, Scoutmaster	614-436-9506 (home), 614-221-8651 (work)
Mike Hock, Committee Chair	614-888-4703 (home), 614-995-1743 (work), 614-404-6386 (cell)
Jeff Sweet, Charter Org Rep	740-852-5811 (home), 815-621-7033 (cell)

