Emergency Action Plan Card
Police/Fire/EMS: 9-1-1
Poison Control Center: 800-222-1222
Child Abuse Hotline: 855-642-4453

GSNEO After-hours Emergency: 330-472-2389
After-hours MEDIA contact: 330-618-5177
GSNEO Corporate: 800-852-4474

Prior to Girl Scout outings, review the
Guide to Girl Scouts and Safety Activity Checkpoints regarding:
- Transportation  - Insurance  - Girl/adult ratios  - First Aid/certifications

Troop/group outing requirements:
- Signed permission forms (include where parents can be reached in case of emergency)
- Troop emergency contact numbers
- Directions to nearest hospital or medical facility
- Emergency Action Plan Card (this card)
- Cell phone with charger

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Emergency & Accident Action Plan
2. Call for help: 9-1-1 (police/fire/EMS).
   (If on GSNEO camp property, also contact Camp Coach).
3. Move non-injured people away from scene.
4. In the event of motor vehicle accident, serious accident, or fatality – always notify police. Unless victim is in immediate danger, do not allow the disturbance of the victim or surroundings until first responders arrive.
5. Call emergency contact(s) of injured.
6. Speak only to police or other first responders.
8. Complete Incident/Accident report at gsneo.org/incident.
9. Do not contact the media, do not make statements to the media, and do not post information about the incident on social media.
10. Do not discuss the incident with media/witnesses. Release names, place blame, or accept liability.
11. Share insurance information with the other party, do not sign any accident report, except for police.
12. Keep a record of the order of events, treatments, calls, etc.

Non-emergency contact:

Girl Scouts of North East Ohio
One Girl Scout Way
Macedonia, OH 44056
customercare@gsneo.org