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## ICMS Accident Handling Procedure of Bite by Animal 被動物咬傷的意外處理指引

When a lab worker is bitten by animals in the laboratory, he or she must deal with it immediately. According to the university's office hours and non-office hours at the time of injury and the situation on scale of severity, the handling procedures of bite by animal are as follows:

### Office Hour

1. Alert co-workers.
2. Ask helps from laboratory technicians immediately; laboratory technicians will evaluate the scale of severity with professional knowledge and call the related department for handling whenever it is needed.
3. Immediately wash by suds and clean the wound under running water even though the wound is small.
4. Ask a co-worker to check whether animal is still in the cage or trapped in a place to prevent escape instead of trying to kill the animal.
5. Follow up the treatment and report the status to the staff responsible for animal issues and ICMS Animal Ethics Committee by the supervisor.

### Non-office hour

1. Alert co-workers
2. Immediately wash by suds and clean the wound under running water even though the wound is small.
3. Ask a co-worker to check whether animal is still in the cage or trapped in a place to prevent escape instead of trying to kill the animal.
4. If the injured person is able to walk and is conscious then either (a) or (b)
  - a) co-worker accompanies the injured person to hospital by taxi, or
  - b) phone call to the security center for an ambulance
5. If the injured person is unable to walk or is unconscious, phone call to the security

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center (Ext.: 8822 4000 / 4126) for an ambulance; call HSEO for assistance if necessary.

6. Inform the supervisor via email or phone call.
7. Inform the ICMS laboratory technician on the registered floor and ICMS laboratory safety officer via email or phone call. Then they will help to report to HSEO about the details of case.
8. Follow up the treatment and report the status to the staff responsible for animal issues and ICMS Animal Ethics Committee by supervisor.

Notice:

1. Rabies is invariably 100% fatal, make sure that animal is not poisonous or infected, otherwise further treatment is a MUST.
2. For serious infection of tetanus, it is invariably 10-90% fatal and difficult for the treatment, the symptoms include muscle spasm, cranial nerve palsy, and central nervous dysfunction, it is recommended the animal room users to have the full set of tetanus vaccine for prevention, and suggest supervisor have to follow up the user's injection.

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Date : 1/9/2020