Recommendation on how to place an emergency call at the Ruhr-Universität Bochum (RUB) in case you need urgent medical assistance or want to report a fire

(Handlungsempfehlungen für englisch-sprachige RUB Angehörige, falls ein Notruf bei der RUB Leitwarte abgesetzt werden soll)

Introduction: The RUB telephone number 23333 (from an internal RUB phone) or 0234 32-23333 (from a mobile phone - please store this number in your mobile phone for emergencies) is the recommended phone number to use when an emergency occurs on the RUB Campus. This number will connect you to the Ruhr-Universität Bochum Leitwarte (RUB Control Room), which is available 24/7.

If an emergency occurs on campus:

Depending on which type of emergency has occurred, the RUB Control Room staff will ask you where the emergency happened and then connect you to the according emergency service. The reason for calling the RUB Control Room is that - due to the highly complex RUB Campus structure - the staff of the RUB Control Room are able to assist the emergency services to take the fastest and/or most efficient route to the emergency. Saving time saves lives!

Please also use the number above when there is need for access to a Shock Advisory Defibrillator.

How to report an emergency:

- Please check: Is there somebody close to you who speaks German and who could assist with making the call?

- If not: Call 23333 (from a RUB phone) or call 0234 32-23333 (from your mobile phone), if you are on RUB Campus. Please talk slowly and clearly. Remember: Not all staff at the RUB Control Room are fluent in English.

- Please state your name and your location

- Please state which kind of assistance you require (medical or fire services).

- Before hanging up, please wait if there are further questions!

The RUB Leitwarte will connect you to the emergency services directly.
If you do NOT understand the person answering the call, please call the phone number 112 (from your mobile phone) OR - from a RUB telephone - call “90 112”. This will connect you to the public emergency services directly.

This also applies if you are at a RUB location off campus (e.g.: Bochum city centre)

You can prepare yourself for an emergency situation by:

- checking the attachments
- getting to know some of the „key emergency vocabulary“ in German (DRINGEND = URGENT, Feuer = fire, Medizinische Hilfe = medical assistance, etc.)

Attachments:
Attachment 1: „RUB Brandschutzordnung, Teil A“/ RUB fire safety regulation, part A
Attachment 2: First aid: finding a person (English and German)
Attachment 1: „RUB Brandschutzordnung, Teil A“ / RUB fire safety regulation, part A
First aid

Finding a person

Principles
- Keep calm and quiet
- Secure the accident scene
- Remember your own safety

Emergency call
- Where did it happen?
- What happened?
- How many casualties?
- What kind of injuries?
- Wait for queries!

Rescue person out of the hazard zone if necessary

Conscious
- Check consciousness
- Address loudly, much and gently: is the person
- Help appropriately: e.g. treat the wounds
- Recovery position

Unconscious
- Unconscious
- Call for help
- Check respiration: clear respiratory tract, tilt the head back, lift the chin, look, listen and feel for movement and breath sounds
- Emergency call

No normal breathing
- Check respiration: clear respiratory tract, tilt the head back, lift the chin, look, listen and feel for movement and breath sounds
- Emergency call
- 30 chest compressions: place hands in the centre of the chest, compression depth 1-3 cm, rate 100-120 per minute
- 2 rescue breaths: blow casualty into the mouth or the nose for about 1 sec

Normal breathing
- Check respiration: clear respiratory tract, tilt the head back, lift the chin, look, listen and feel for movement and breath sounds
- Emergency call
- Continuous check consciousness and respiration

Learn to help – become a first aider

* If available, follow the directions of the „Automated External Defibrillator“ (AED)
Auffinden einer Person

Grundsätze
Ruhe bewahren
Unfallstelle sichern
Eigenen Sicherheit beachten

Notruf
Wo ist der Notfall?
Warten auf Fragen, zum Beispiel:
Was ist geschehen?
Wie viele Verletzte/Erkrankte?
Welche Verletzungen/Erkrankungen?

Bewusstseinsprüfung

Atmung prüfen

keine normale Atmung

30x Herzdruckmassage

Sitzblattlage

Bewusstsein und Atmung überwachen

AED* holen lassen

Lernet: helfe – werde Ersthelfer/Ersthelferin

* Sogenannt „Auto-Veronter“