

Bates

Department of Biology

Animal Bite Response- Standard Operating Procedure

In the event of a medical emergency, call 207-786-6111 to reach Bates Campus Safety, or 911. Officers will respond and supporting agencies (EMS, fire department, etc.) will be notified, as needed.

If it is not a medical emergency, please follow the procedure listed below:

Immediately After the Bite:

1. After receiving an animal bite, secure the animal (if safely possible) in their cage/holding area.
2. Evaluate the bite- check to see if the bite broke the skin, or if there is any bleeding.
3. Provide first aid- there is a first aid kit in the Vivarium hallway, to the immediate right of the entryway door from the ante room. Clean the bite wound and provide a topical antibiotic and band aid.
4. If medical assistance is needed, contact Jim Morrison (see contact information below).

After Medical Care is Provided:

1. Report the injury to your supervisor. They will complete an [Injury/Incident Report](#), with your assistance/information.
2. This completed form should be submitted to Jim Morrison (Director of Environmental, Health & Safety) by email, or to benefits@bates.edu. It is also acceptable to handwrite/deliver this form to HR office at 215 College Street.
3. This form should also be submitted to Jessi Kemp (Vivarium Coordinator) to keep in the animal colony records.
4. After the injury has been reported, the Environmental Health and Safety Department will communicate with the affected employee regarding an injury investigation, if necessary.

Resources:

[Injury/Incident Reporting & Worker's Compensation](#)
[Medical Providers for Work-Related Injuries](#)

Contacts:

Jim Morrison:

Email: jmorrison@bates.edu

Phone: 207-786-8226 (office); 207-240-6174 (cell)

Jessi Kemp:

Email: jkemp@bates.edu

Phone: 207-753-6942 (office); 518-852-4210 (cell)