



CENTRAL DUPAGE HOSPITAL  
EMERGENCY MEDICAL SERVICES SYSTEM  
POLICY & PROCEDURES

TITLE: SCHOOL BUS ACCIDENT

SECTION: FIELD OPERATIONS

POLICY NUMBER: B-14

APPROVED BY: DR. STEVE GRAHAM EMS MEDICAL DIRECTOR

EFFECTIVE DATE: 01 JULY 2018

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**PURPOSE:** To provide guidance in handling a school bus accident to appropriately reduce the number of uninjured children transported to the hospital, and establish procedure for release of children from the incident in absence of legal guardian.

**POLICY:**

1. Determine the category of the Bus Crash:
  - a. Category I Bus Crash - significant injuries present in one or more children or there is a documented mechanism of injury that can reasonably be expected to cause significant injuries.
  - b. Category II Bus Crash - minor injuries present in one or more children and no documented mechanism of injury that could reasonably be expected to cause significant injuries. Uninjured children may also present.
  - c. Category III Bus Crash - no injuries present in any children and no mechanism of injury present.
2. Implement this policy ONLY if Category II or III is determined. If Category I, follow multiple victim and disaster policies and transport all children to the hospital(s).
3. Treatment and Transport
  - a. Injured patients are treated and transported as required
  - b. Contact legal guardians or school officials to receive custody of the uninjured child(ren)
4. Medical Control and Authorization for Release
  - a. Advise of the existence of a Category II or III bus crash, and determine if a scene discharge of uninjured children by the Emergency Department physician in charge of the call is appropriate.
  - b. Scene personnel will consult with Medical Control and will discharge the uninjured children to the custody of the appropriate school official.
  - c. The provider agency then transfers the custody of the minor children, consistent with its own policies and procedures, to parents/legal guardians or school officials.
5. Documentation
  - a. A patient care report does not need to be completed for uninjured child(ren).
  - b. A complete roster of all persons on the bus during the accident is required for documentation. This can be:
    - i. CDHEMSS School Bus Accident Log
    - ii. ImageTrend electronic school bus accident log
    - iii. A printed copy of school bus occupants obtained from the school bus company or School District.

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