



SANTA BARBARA

DEPARTMENT OF EARTH SCIENCE
 Santa Barbara, CA 93106-9630
 Phone: (805) 893-4604
<http://www.geol.ucsb.edu>

UCSB FIELD COURSE OR RESEARCH PLAN		
DEPARTMENT:	INSTRUCTOR/PRINCIPAL INVESTIGATOR (name/phone):	
DATE OF DEPARTURE:	DATE OF RETURN:	
PROJECT LEADER (name, email, phone):		
CHECK-IN CONTACT (name/phone. Additional info in Emergency Action Plan, p.2):		
LOCATION OF FIELD RESEARCH:		
General Location: _____		
Geographical Site (lat/long if possible): _____		
Nearest City (name/distance): _____		
RESEARCH ACTIVITY PLANNED: General description of field work or activity & add additional pages if necessary.		
TA OR RESEARCH TEAM CONTACTS: TAs and additional project leaders should be listed below and have a copy of this document. They should also ensure all participants have a copy of their health insurance card, have registered their trip with UC AWAY when traveling 100 miles or more off campus and all unpaid travelers, including students have completed a UCSB Waiver of Liability .		
Name	Affiliation (TA, etc)	Cell Phone Number
1.		
2.		
3.		
4.		
5.		

FIRST AID REFERENCES - GENERAL RESPONSE PROCEDURES in case of injuries:

- Rescue victim, control any bleeding and/or position so any required first aid may be initiated.
- Begin CPR if necessary: (C) Compression, (A) Airway and (B) Breathing as required.
- Activate the local EMS for transport to the nearest appropriate medical facility.
- Contact supervisor/Primary Investigator, Check-In Contact

PROCEDURES FOR CONTACTING EMERGENCY MEDICAL SERVICES (EMS):

LOCATION OF FIRST AID KIT & EVACUATION PLAN (include transport time):

CLOSEST EMS: Please list at least 1.

Name of the facility (preferred choice):

- **Address:**
- **Phone:**
- **Hours Open & Distance:**

Name of the facility (second choice):

- **Address:**
- **Phone:**
- **Hours Open & Distance:**

CHECK-IN COMMUNICATION PLAN (if applicable): *The Check-In Contact should have a copy of the Field Plan.*
How often will you check in and what are your means of communication:

Describe a procedure to be followed by the Check – in contact in case of emergency:

- Contact the local authorities (at the field location) and the Department (at UCSB)- *include names and phone numbers*):
- [Incident Report](#) Procedure:

MAP AND DIRECTIONS: *directions, parking information and assembly point. You may include a map of the worksite on a separate page but this is not required. Give at least a general idea of where you will be:*

CONTACT NUMBERS:

Jaima Ortega: 805-729-5459
UCSB Police: (805) 893-344
UCSB Health Services

- **Information:** (805) 893-5361
- **24hr Nurse line:** 1(800)539-1387

UC Work Comp. Claim Reporting: (877) 682-7778

UC Auto, Property and General Liability Reporting: (800) 416-4029
UC Travel Insurance Emergency Number: (866) 451-7606 (inside US)
1-202-828-5896 (outside US)

Register your trip/Apply for Travel Insurance prior to travelling out-of-state or out-of-country: <https://ehs.ucop.edu/away>
For more information:
<http://www.ucop.edu/risk-services/loss-prevention-control/travel-assistance/>

HEAT ILLNESS PREVENTION AND RESPONSE PROCEDURES

FIRST AID REFERENCES - SIGNS AND SYMPTOMS OF HEAT ILLNESS:

SYMPTOMS:	TREATMENT:	RESPONSE ACTION:
HEAT EXHAUSTION <ul style="list-style-type: none"> Dizziness, headache, rapid heart rate Pale, cool, clammy or flushed skin Nausea and/or vomiting Fatigue, thirst, muscle cramps 	<ul style="list-style-type: none"> Stop all exertion. Move to a cool shaded place. Hydrate with cool water. 	Initiate treatment. If no improvement, call 911 or seek medical help. Do not return to work in the sun. Heat exhaustion can progress to heat stroke.
HEAT STROKE <ul style="list-style-type: none"> Disoriented, irritable, combative, Hallucinations, seizures, poor balance, headaches, unconscious Rapid heart rate, hot, dry, red skin Fever, body temp above 103 °F 	<ul style="list-style-type: none"> Move (gently) to a cooler spot in shade. Loosen clothing and spray clothes and exposed skin with water and fan. Cool by placing ice or cold packs along neck, chest, armpits and groin (Do not place ice directly on skin) 	Call 911 or seek medical help immediately. Heat stroke is a life threatening medical emergency. A victim can die within minutes if not properly treated. Efforts to reduce body temperature must begin immediately!
Optional: Drinking water availability :	<input type="checkbox"/> Potable water available <input type="checkbox"/> Water cooler <input type="checkbox"/> Bottled water <input type="checkbox"/> Other:	
	<input type="checkbox"/> Natural source and treatment methods (e.g. filtration, boiling, chemical disinfection):	
Optional: Access to Shade/Shelter :	<input type="checkbox"/> Building structures <input type="checkbox"/> Trees <input type="checkbox"/> Temporary Canopy/Tarp <input type="checkbox"/> Vehicle with A/C <input type="checkbox"/> Other:	

ADDITIONAL TRIP INFORMATION IF NEEDED: