

Name of Policy: Seizure Disorder Protocol
Source: Student Affairs and Campus Security
Date Revised: June 2017
Form to Complete: N/A

**Basic response procedures and information regarding students with seizure disorders:**

- Instructors of students with disclosed seizure disorders will be provided with protocol each semester.
- All faculty members will be provided with protocol at faculty orientation each year.
- Included in this procedure is a list of addresses for each of the buildings on campus. When calling 911, the instructor will need to share the building and address with emergency services.
- The student has the right to refuse transportation to a medical facility once the ambulance has arrived and EMT's have assessed the situation. If the student refuses transportation but still needs hospitalization, the EMT's will make the decision to override the refusal of transport. Always let emergency responders make that call.
- Due to liability issues, transportation to the medical facility must be via ambulance. If transport to an emergency facility is not warranted but the student is exhausted, then the student will be escorted by security to another location, where the student can rest while being monitored.

**General Information:**

Seizures are caused by periodic excessive and sudden outburst of electrical activity from abnormal neurons (impulse conductors) in the brain. This causes an interference of normal behavior. The following is a list of symptoms you may notice when a person has a seizure:

- Body becomes stiff.
- Loss of consciousness.
- Face appears pale and facial features distorted.
- Eyes may appear glazed or fixed.
- Breathing may be shallow.
- Twitching or jerking movements of the body lasting 1-5 minutes.

### **Protocol for responding to a seizure:**

- Call Security to give location and request assistance (30 second call or less):  
**816-931-6666**
- Call 911
- Attend to student's physical needs, as listed below:

### **Recommendations from the National Institute of Neurological Disorders and Strokes:**

- Roll the person on their side to prevent choking on any fluids or vomit.
- Cushion the person's head.
- Loosen any tight clothing around the neck.
- Keep the person's airway open. If necessary, grip the person's jaw gently and tilt their head back.
- Do NOT restrict the person from moving unless they are in danger.
- Do NOT put anything into the person's mouth, not even medicine or liquid. These can cause choking or damage to the person's jaw, tongue, or teeth. Contrary to widespread belief, people cannot swallow their tongues during a seizure or any other time.
- Remove any sharp or solid objects that the person might hit during the seizure.
- Note how long the seizure lasts and what symptoms occurred so you can tell a doctor or emergency personnel if necessary.
- Stay with the person until the seizure ends.

### **Campus Addresses**

Kansas City Art Institute  
4415 Warwick Blvd.  
Kansas City, MO 64111-1820

Advancement and Alumni House 4320 Oak Street
Baty House (Liberal Arts) 320 East 45 <sup>th</sup> Street

Chequers Apartments  
4233 Walnut Street

Continuing and Professional Studies  
4538 Warwick Boulevard, 2nd Floor

Dodge Building (Painting)  
4446 Oak Street

East Building (Photo/Digital Film,  
Printmaking)  
345 East 44<sup>th</sup> Street

H&R Block Artspace  
16 East 43<sup>rd</sup> Street

Irving Building (Graphic Design,  
Animation)  
4402 Oak Street

Jannes Library and Learning Center  
4538 Warwick Boulevard

J&G Building (Illustration)  
324 East 43<sup>rd</sup> Street

KCAI Gallery  
1819 Grand Blvd.

Mineral Hall (Student Affairs, AACCS)  
4340 Oak Street

Richard J. Stern Building (Ceramics)  
4410 Warwick Boulevard

Student Living Center  
4421 Warwick Boulevard

Vanderslice Hall (Administration)  
4415 Warwick Boulevard

Volker Building (Sculpture and David T.  
Beals Studios for Art and Technology)  
353 East 44<sup>th</sup> Street

The Warehouse (Fiber)  
4218 Walnut

West Building (Foundation)  
4427 Walnut Street