

Handling Emergencies – Overview: Death of a Student Abroad

(order of actions may change depending on situation)

- Locate the student. Locate the student's passport, very important.
- Keep notes of events, contact names.
- Contact AU Administration (OIE --- 334-524-4921---they will contact the AU Emergency Crisis Team). Also contact your department. Response will be immediate including plans to get AU Administrative staff to your location abroad.
 - On campus: the student's records will be secured.
- OIE can assist in contacting MEDEX/Global – to get vital services for both the student affected and their family.
 - In the case of suicide, the MEDEX/Global for AU covers repatriation of remains and any medical expenses.
- OIE and the Emergency Crisis Management team will assist in contacting the family or guardian listed on AUAB FORM C – Vital Information Form.
- Contact the US consulate (or if a non-US citizen, the appropriate consulate.)
- MEDEX , with AU OIE –AUAB and possibly your department, will assist the family state-side and at the site with their support issues. The Faculty member needs to stay with the group. The family members may need to speak with the faculty member – the AU Emergency Management Team will assist with any meetings.
- Faculty member need to meet with all program participants to handle questions. Utilize on-site counseling services provided by the host/ provider. If none, call MEDEX to arrange for services for participants.
- Have participants call/ check-in with their own parents.
- Work with AU administrative (OIE and the AU Emergency Management Team) so that they can handle media, and messages to the general public.
- This will be a stressful time, and you need to be at your best. It is appropriate to take care of yourself and any other staff or students assisting with this emergency by insuring that everyone gets as much rest and nourishment as they can.