Emergency Phone Numbers:

<table>
<thead>
<tr>
<th>Service</th>
<th>Phone Numbers</th>
</tr>
</thead>
<tbody>
<tr>
<td>Poison Control</td>
<td>272-2222 or 1-800 432-6866</td>
</tr>
<tr>
<td>DHI/IMB ANE Hotline</td>
<td>1-800-445-6242</td>
</tr>
<tr>
<td>Alta Mira On-Call Cell Phone</td>
<td>991-2309</td>
</tr>
<tr>
<td>Alta Mira Office</td>
<td>262-0801</td>
</tr>
<tr>
<td>Alta Mira Respite Home</td>
<td>294-7994</td>
</tr>
</tbody>
</table>

When a participant in your care becomes sick or injured and/or you need to seek emergency treatment, take the following steps:

FOR INCIDENCES THAT DO NOT INVOLVE ABUSE, NEGLECT, EXPLOITATION or DEATH:

1) Ensure the safety of the individual.
2) Call 911 immediately, if emergency help is needed.
3) Contact the parent or guardian as soon as possible. The parents must be notified of the nature of the emergency, the location of the participant, and any other pertinent information.
4) Contact the Alta Mira Service Coordinator at 262-0801. If an emergency occurs on weekends or outside of the regular office hours, contact the On-Call Service Coordinator at 991-2309.
5) Complete a General Events Report

FOR INCIDENCES INVOLVING ABUSE, NEGLECT, EXPLOITATION or DEATH, YOU MUST:

1) Ensure the health and safety of the individual.
2) Call the DHI/IMB 24-hour Hotline at 1-800-445-6242.
3) Complete the Immediate Action and Safety Plan – the hotline staff will assist you.
4) Complete the ANE Report or Report of Death Form when requested to do so by DHI/IMB.
5) Contact your Alta Mira Service Coordinator 262-0801 or the On-Call phone 991-2309.
6) Submit form to DHI/IMB and Alta Mira within 24 hours after the incident occurred
   - Fax: 1-800-584-6057
   - Email: Incident.management@state.nm.us
   - Online form: https://ane.health.state.nm.us

For Adults and Children Who Do Not Receive State General Funds, Developmental Disabilities Waiver, Mi Via Waiver, or Medically Fragile Waiver funding call:

Child Protective Services: 1-855-333 SAFE (7233) or text #SAFE from cell
Adult Protective Services: 1-866-654-3219