Submitted by: Dawn Anderson, State of Vermont E9-1-1 Board

Email: Dawn.Anderson@state.vt.us

Phone: 802-828-4119

## 9-1-1 **Basics**

#### What is 9-1-1 and how does it work?

9-1-1 is a nationwide phone number that can be used in an emergency to report serious medical problems, crimes or fires. Calls placed to 9-1-1 in Vermont are answered by call-takers at one of eight Public Safety Answering Points (PSAPs) in the state. The call-takers are professionals who have been trained to answer calls and evaluate emergencies. They will do all they can to help you. The call-taker will ask questions to get complete information, and may then forward the call to a dispatcher who will send the appropriate responders to the site of the emergency. Sometimes, the call-taker serves as the dispatcher. In either case, it is important to stay on the line until you are told it's OK to hang up the phone.

#### When to call 9-1-1

• Call 9-1-1 when help is needed to save a life, stop a crime, or report a fire.

#### How to call 9-1-1

- "9-1-1" **is** the phone number.
  - This phone number has only three digits, instead of the usual seven.
- If you accidentally call 9-1-1, stay on the line and tell the call-taker that you do not have an emergency.
  - o The call-taker is required to ask questions when an accidental call has been placed.

# Know how to use your phone

- Before you need help in an emergency, be sure to understand how to use your phone to place a call.
  - o In addition to pushing the numbers 9-1-1, you may have to push a button to turn on the phone, or push a button to connect the call.

### What to expect when a 9-1-1 call-taker answers the phone

- The call-taker will ask you questions about your location and the emergency.
- The dispatcher may also ask you questions.
- The call-taker may offer instructions to assist you with the emergency until help arrives.
- Be patient, remain calm, answer all questions, and stay on the phone until you're told it's ok to hang up.
  - Keep in mind that help may be on the way even though you are still on the phone.

#### Emergency responders need to know where to go

- When you call 9-1-1, the call-taker will ask you to provide the location of the emergency you're reporting.
  - Be prepared to provide the complete address, or to describe landmarks such as nearby businesses or mile markers.
  - Learn to be aware of your surroundings, especially when traveling or in an unfamiliar area.

- Knowing your location is especially important when calling from a cell phone.
  - Your location may not be available to the call-taker!
- All **land line** phones have an address associated with them.
  - o This address will be displayed on the call-taker's computer monitor.
  - o The call-taker will ask you to confirm the location.

### 9-1-1 needs to know what kind of emergency you have

- The call-taker will ask a number of questions to understand the emergency and what is happening at the time you place your call.
  - Your answers will help make sure the appropriate responders, (firefighters, police, medical), get to the right place and are properly prepared for the emergency.
  - The call-takers need specific information to ensure the safety of the responders.

### Help the Emergency Responders help you

- Make sure your house and/or mailbox are clearly numbered with the correct address.
  - Use reflective numbers so they will be visible at night.
- Secure your pets so they don't get in the way.
- Turn on outside lights if it's dark.
- Maintain a list of medications taken by everyone in the household, and be prepared to give it to the responders in case of a medical emergency.

# Help 9-1-1 help you

- Knowing when to call and what to expect when you phone 9-1-1 can help reduce fear and feelings of helplessness in an emergency.
  - o In an emergency, seconds matter, so being knowledgeable and prepared can make all the difference.
- Stay calm, listen carefully, give information and follow all instructions.
- Remember, 9-1-1 is for emergencies.
  - Calling 9-1-1 for a non-emergency matter ties up the call-taker who could be needed for a true emergency.
    - The phone number for local law enforcement is located in the white pages of the phone book, under the listing for the town or city.

### For more information

- http://e911.vermont.gov/
- 802-828-4911 / 800-342-4911 (Vermont only)

-- Call 9-1-1 to save a life, stop a crime, report a fire --