

# Incident Summary Report

Medical emergency during worship service

Steward Demo

ID: B33BB9FB-0321-4CE7-9B8C-E7601804FFE3

Category: Medical Emergency

Occurred: February 5, 2026

Status: Locked

Report Generated: Mar 25, 2026, 10:34 AM EDT

Generated By: Steward Owner

Export Reason: Deacon meeting briefing

LEGAL HOLD

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# Incident Summary

ID: B33BB9FB-0321-4CE7-9B8C-E7601804FFE3

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## Basic Information

<b>Title:</b>	Medical emergency during worship service
<b>Category:</b>	Medical Emergency
<b>Status:</b>	Locked
<b>Occurred At:</b>	Feb 5, 2026, 4:09 PM EST
<b>Location:</b>	Worship Center
<b>Reported By:</b>	Steward Owner (owner@stewardchurch.com)
<b>Created At:</b>	Feb 5, 2026, 4:09 PM EST
<b>Submitted At:</b>	Feb 5, 2026, 4:39 PM EST
<b>Closed At:</b>	Feb 10, 2026, 4:09 PM EST
<b>Locked At:</b>	Feb 11, 2026, 4:09 PM EST

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## Description

An elderly congregant collapsed during the second worship song of the 11:00 AM service. The on-site medical response team was activated immediately. CPR was administered for approximately 3 minutes before the individual regained consciousness. Paramedics arrived within 7 minutes and transported the individual to Regional Medical Center. The church's AED was deployed but not discharged as a pulse was detected before it was used.

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## Resolution Outcome — Insurance Claim Filed

Referred to External Party

# Communications

4 entries

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## InfoRequest

Feb 6, 2026, 4:09 PM EST - Steward Owner

Can you provide the names and contact information of any congregation members who directly witnessed the collapse or assisted with the response? We need witness statements for the insurance documentation.

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## ReporterFollowUp

Feb 7, 2026, 4:09 AM EST - Steward Owner

Three people were closest when it happened: Martha Chen (seated in same row), Tom Rodriguez (usher who responded first), and Sarah Kim (nurse, administered initial assessment). I have their phone numbers if needed.

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## InfoRequest

Feb 7, 2026, 8:09 AM EST - Steward Owner

Thank you. Please provide their contact information. Also, can you confirm — was the individual showing any signs of distress before the collapse? Any complaints of chest pain, dizziness, or shortness of breath during the service?

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## ReporterFollowUp

Feb 7, 2026, 12:09 PM EST - Steward Owner

Martha Chen: (412) 555-0147, Tom Rodriguez: (412) 555-0283, Sarah Kim (RN): (412) 555-0391. Regarding prior symptoms — I did not notice anything unusual. The individual appeared to be participating normally in worship. Martha mentioned afterward that she thought he looked pale during the opening prayer but did not think much of it at the time.

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## Summary Report Disclaimer

This is a SUMMARY REPORT intended for internal briefing and board review purposes only. This document is NOT suitable for legal, insurance, or compliance purposes. Internal comments, audit trail, and attachments have been excluded from this report.

## For Legal or Insurance Purposes

If you require a complete incident record for legal, insurance, or compliance purposes, please generate a Full Legal Export from the Steward system. The legal export includes the complete audit trail, all follow-up communications (including internal notes), attachments, and a certification of authenticity.

## Document Contents

This summary includes: Cover page, Incident summary, 4 public communications, and this disclaimer page. Internal comments, attachments, and audit trail have been excluded.

## Important Notice to Leadership

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