



Emergency Action Plan

Team/Event:	Emergency Phone #:	
Site:	Ambulance Phone #:	ID#:
Nature of Emergency:	Hospital Details:	
Age:		
Sex:		
LOC:		
ABC:		
Medical History - Club Medical Form	Police Phone #:	ID#'s
Person in Charge: (1st Aid Trained)	Fire Department Phone #:	ID#
Call Person:		
Runner:		
Check in with parent/guardian after incident to relay information & confirm ability to travel to patient		

Details of Location: (ie directions to field /field number/muster point). May need to be read to dispatcher - preplan

KEY:- LOC – Level of Consciousness ABC – Airway Breathing Circulation ID# - vehicle/officer



Diagram of Facility or Field:

Note phone locations , first-aid room, ice, access point for EMS, Defib etc. on the plan.

Comments:



Emergency Action Plan

Although serious injuries or accidents are rare, you must be ready to deal with them if and when they occur. As a first step, formal training in first aid and CPR for all team staff will give you the confidence and knowledge you need to deal with emergencies effectively.

You should maintain a complete First Aid Kit to help you deal with minor injuries.

Develop an Emergency Action Plan and write it down so everyone involved is clear on their responsibilities.

Designate key individuals to carry out the plan (i.e., the person in charge, and the call person).

Person in Charge

The person in charge should be the one who is most qualified in first-aid and emergency procedures. This individual will:

- know what emergency equipment is available at your facility
- secure a controlled and calm environment.
- assess - and tend to - the injured player.
- direct others involved until medical personnel arrive.

Call Person

This individual will:

- keep a record of emergency phone numbers and know the location of telephones
- make the telephone call for assistance
- guide the ambulance (if required) in and out of the facility.

Runner

This individual will:

- Collect the info as to field location
- obtain a flag or a bright coloured pinnie
- meet the emergency services at the designated point.
- Guide the EMS back to the injured participant

The medical information of each participant should be up to date and readily accessible

A first Aid kit MUST be available & accessible at all times and must be checked and restocked regularly.

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Steps To Follow When An Injury Occurs

NOTE:-

It is suggested that emergency situations be simulated during practice in order to familiarize coaches and athletes with the steps below.

Step 1: Control the Environment

- Stop all participants
- Protect yourself if you suspect bleeding (put on gloves)
- If outdoors, shelter the injured participant from the elements & from any traffic

Step 2: Do a first assessment of the situation

If the participant:

- is not breathing
- does NOT have a pulse
- is bleeding profusely
- has impaired consciousness
- has injured the back, neck or head
- has a visible major trauma to a limb
- cannot move their arms or legs or has lost feeling in the limbs

If the participant DOES NOT show the above signs – Proceed to Step 3

Step 3: Do a second assessment

- Gather the FACTS by asking the injured participant as well as anyone who witnessed the incident
- Stay with the injured participant and try to calm them; your tone of voice & body language are critical
- If possible, have the participant move themselves off the playing surface.

DO NOT ATTEMPT TO MOVE THEM YOURSELF

Step 4: Assess the injury

Have someone with First Aid training complete an assessment of the injury and decide how to proceed. If the person trained is not sure of the severity of the injury or there is no one available who has first aid training – **ACTIVATE EAP**

If the assessor is sure the injury is MINOR – Proceed to Step

Step 5: Control the return to activity

Allow the participant to return to activity after a MINOR injury ONLY if there is no:

- Swelling
- Deformity
- Continued Bleeding
- Reduced range of motion
- Pain when using injured body part

Step 6: Record the incident/injury on an “Incident Report Form” & inform the Parents/Guardians

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