

Emergency Action Plan Harmony Club CSU Practice Facility

In Case of an Emergency:

1. Activate emergency Medical System (EMS)
 - a. Call 911
 - b. Provide the following information:
 - Your name
 - Address: **Harmony Club 6432 Grand Tree Blvd, Timnath, CO 80547**
 - Your telephone number
 - Number of individuals injured; condition; first aid and treatment administered; other information as requested by dispatcher
 - c. ***Be the last to hang up***
2. Retrieve emergency equipment.
3. Direct EMS to scene
 - a. If available designate individual(s) to meet EMS and direct to scene
 - b. Open appropriate doors
 - c. Scene control: limit scene to first aid providers and move teammates, coaches and bystanders away from the area

Venue Directions: Harmony Club CSU Practice Facility is located off the intersection of Harmony Rd and Club Dr.

1. Coming from the east turn right on Club Dr. off Harmony Rd. Take the 2nd exit off the roundabout on to Grand Tree Blvd. Take your 1st right and you will see the facility on your right.
2. From the west, take a left on Artisan Ct. off Harmony Rd. Take an immediate right onto Grand Tree Blvd, then a left into the facility parking lot.

Emergency Communication:

- Fixed telephone line located in the Main Clubhouse Pro Shop: (970) 482-4653
- CSU Coaching Staff carries cellular telephone. Cell phone should be primary means of communication. In event of communication failure, nearest landline in practice facility is (970) 224-4622
- Ambulance/EMS services response via 911.

Emergency Equipment:

- Emergency Equipment: **AED** is located in the Pro Shop in the Main Clubhouse
- First Aid Kit located in practice facility

Emergency Personnel: Certified Athletic Trainer (ATC) will be accessible from

The Moby Athletic Training Facility on the main CSU Campus. Coach will be present for all team practices. Coach is responsible for summoning emergency medical services/care (EMS) as needed.

Aerial Map: Harmony Golf Club



Emergency Action Plan
For
Harmony Club LLC
6432 Grand Tree Blvd.
Timmnath, CO 80547

- Evacuation Routes
- Medical
- Fire
- Natural Gas Leak
- Severe Weather
 - Tornado
 - Earthquake
 - Lightning
 - Hail

Prepared by Susie Box 2/19/2022

EVACUATION ROUTES

- Familiarize yourself with all exits in building
- Employees should know the primary exits – front and back doors -and two alternate exits such as upstairs windows
- In the event of an evacuation, walk, don't run, to nearest exit
- Assist people with disabilities
- Assemble at designated area outside – garbage dumpsters for office and maintenance operations employees and basketball court for golf operations, food and beverage, restaurant and community landscape employees.

MEDICAL EMERGENCY

- Call 911
 - Provide nature of medical emergency
 - Location of the emergency including address, building, room
 - Your name and phone number from which you are calling
- Do not move victim unless absolutely necessary
- Know locations of AED units in Pavilion, Gym and Clubhouse
- **CSU coaching staff: follow CSU EAP posted in practice facility**
- Administer CPR or First Aid ONLY if trained and qualified
- If not trained in First Aid, as a minimum, provide the following:
 - Stop bleeding by applying firm pressure on the wound(s) while avoiding contact with blood and other bodily fluids
 - Clear air passages in case of choking by using finger sweep or Heimlich Maneuver while avoiding bodily fluids
- If rendering person exposed to hazardous materials, consult the Material Safety Data Sheet (MSDS) and wear appropriate personal protective equipment

FIRE

When fire is discovered:

- Activate the nearest fire alarm
- Leave building using nearest exit
- Assist others if safe to do so
- Assemble at designated meeting area
- Call 911

Fight fire ONLY if:

- The Fire Department has been notified
- The fire is small and not spreading to other areas
- Escaping the area is possible by backing up to nearest exit
- The fire extinguisher is in working condition
- Personnel is trained to use fire extinguisher

NATURAL GAS LEAK

- Remain calm and act quickly
- Immediately notify occupants and evacuate the building
- **DO NOT** turn any light switches on or off
- **DO NOT** turn on any electrical devices if a gas leak is suspected
- **DO NOT** start any motors or vehicles near building
- Assemble at designated meeting area
- Call 911 from a safe distance

SEVERE WEATHER

Tornado

- When a warning is issued by siren or other means seek shelter inside if possible
- Shelter in bathroom on main level
- Stay away from outside walls and windows
- If outside, lay down flat in low lying area such as ditch. **DO NOT** shelter in culvert or tunnel

- Use arms to protect head and neck
- Remain sheltered until the tornado threat is announced to be over

Earthquake

If indoors:

- Drop to the ground “before the earthquake drops you”
- Find shelter under large table or desk
- Stay away from windows and glass objects
- Avoid hanging and heavy objects that could fall on you
- Stay sheltered until shaking stops

If outdoors:

- Move to any area away from trees, powerlines, buildings and walls
- Drop to knees and get into a fetal position, close eyes, and cross your arms over the back of your neck
- Stay in that position until the shaking has stopped

Lightning

- If you see lightning or hear thunder nearby, seek shelter indoors
- If outdoors, stay away from tall, isolated objects such as trees
- Seek shelter in a low area such as a ravine or valley
- Get away from open water
- Stay away from metal objects such as metal tools, wire fences, pipes, etc.
- Get into a golf cart and drive to safety if available
- Victims of lightning may have burns, but cannot carry an electrical charge and can be moved only if necessary

Hail

- Seek protective shelter immediately
- If outdoors, stay away from trees and metal objects if there is lightning
- Crouch down and cover head with arms
- Protect your head with anything available such as a book, backpack, slab of bark, etc.