

William Jewell College Sports Medicine



Emergency Action Plan

Introduction

Emergency situations may arise at anytime during athletic events. Expedient action must be taken in order to provide the best possible care to the athletes of emergency or life threatening conditions. The development and implementation of an emergency action plan will help ensure that the best care will be provided.

Athletic organizations have a duty to develop an emergency plan that may be implemented immediately when necessary and to provide appropriate standards of health care to all participants. As athletic injuries may occur at any time and during any activity, the sports medicine team must be prepared. This preparation involves formulation of an emergency plan, proper coverage of events, maintenance of appropriate medical equipment and supplies, utilization of appropriate emergency medical personnel, and continued education in the area of emergency medicine. Hopefully, through careful pre-participation physical screenings, adequate medical coverage, safe practice and training techniques and other safety avenues, some potential emergencies may be averted. However, accidents and injuries are inherent with sports participation, and proper preparation on the part of the sports medicine team will enable each emergency situation to be managed appropriately.

Components of the Emergency Plan

There are three basic components of this plan:

1. Emergency Personnel
2. Emergency Communication
3. Emergency Equipment

Emergency Plan Personnel

With athletic practices and competitions, the first responder to an emergency situation is typically a member of the sports medicine staff, most commonly an ATC, a certified athletic trainer. A team physician may not always be present at every organized practice or competition. The type and degree of sports medicine coverage for an athletic event may vary widely, based in such factors as the sport or activity, the setting, and the type of training or competition. The first responder in the absence of a certified athletic trainer should be the head coach. Certification in cardiopulmonary resuscitation (CPR), Automated External Defibrillator (AED), first aid, prevention of disease transmission, and emergency plan review is required for all athletics personnel associated with practices, competitions, skills instruction, and strength and conditioning.

The development of an emergency action plan cannot be complete without the formation of an emergency team. The emergency team may consist of number of healthcare providers including physicians, emergency medical technicians, certified athletic trainers, coaches, managers, and possibly bystanders. Roles of these individuals within the emergency medical team may vary depending on various factors such as number of members of the team, the athletic venue itself, or the preference of the head athletic trainer.

There are four basic roles within the emergency medical team:

1. The most important role is immediate care of the athlete. The most qualified individual on the scene should provide acute care in an emergency situation. Individuals with lower credentials should yield to those with more appropriate training.
2. Equipment retrieval. This can be done by anyone on the emergency team who is familiar with the types and location of the specific equipment needed. Athletic training students, managers, and coaches are good choices for this role.
3. EMS activation may be necessary in situations where emergency transportation is not already present at the sporting event. This should be done as soon as the situation is deemed an emergency or a life-threatening event. Time is the most critical factor under emergency conditions. Activating the EMS system may be done by anyone on the emergency team. However, the person chosen for this task should be someone who is calm under pressure and who communicates well over the telephone. This person should also be familiar with the location and address of the sporting event. After EMS has been activated, the fourth role of the emergency team should be performed.
4. Directing the EMS to the scene. One member of the team should be responsible for meeting emergency medical personnel as they arrive at the site of the situation. Depending on ease of access, this person should have keys to any locked gates or doors that may slow the arrival of medical personnel. An athletic training student, manager, or coach may be appropriate for this role.

Roles within the Emergency Team
<ol style="list-style-type: none">1. Establish scene safety and immediate care of the athlete2. Emergency Equipment Retrieval3. Activation of the Emergency Medical System4. Direction of EMS to the scene

Activating the EMS System
Making the Call: <ul style="list-style-type: none">• 911 or 9-911 if from a campus landline phone• Notify campus safety at 365-0709
Providing Information: <ul style="list-style-type: none">• Name, address, and telephone number of the caller• Nature of the emergency• Number of injured persons involved• Conditions of the injured person(s)• First aid treatment initiated by the first responder• Specific directions as needed to locate the emergency scene ("come to the south entrance to the stadium") or other information as requested by the dispatcher

When forming the emergency team, it is important to adapt the team to each situation and sport. It may also be advantageous to have more than one individual assigned to each role. This allows the emergency team to function even though certain members may not always be present.

Emergency Communication

Communication is the key to quick delivery of emergency care in athletic trauma situations. Athletic trainers and emergency medical personnel must work together to provide the best possible care of the injured athlete(s). Communication prior to the event is a good way to establish boundaries and build rapport between both groups of professionals. If emergency medical transportation is not available on site during a particular sporting events then direct communication with the emergency medical system at the time of injury is necessary.

Access to a working telephone or other telecommunication device, whether fixed or mobile, should be assured. The communications system should be checked prior to each practice or sporting event to ensure proper working condition. A back-up communication plan should be in effect should there be failure of the primary communication system. The most common method of communication is a public telephone. However, a cellular phone is preferred if available. At any athletic venue, whether home or away, it is important to know the location of workable telephone. Pre-arranged access to the phone should be established if it not easily accessible.

Emergency Equipment

All necessary emergency equipment should be at the site and quickly accessible. Personnel should be familiar with the function and operation of each type of emergency equipment. Equipment should be checked on a regular basis and use rehearsed by emergency personnel. The emergency equipment available should be appropriate for the level of training for the emergency medical providers.

It is important to know the proper way to care for and store the equipment as well. Equipment should be stored in a clean and environmentally controlled area. It should be readily available when emergency situations arise.

Emergency Transportation

Emphasis is placed on having an ambulance on site at high risk sporting events. EMS response time is additionally factored in when determining on-site ambulance coverage. William Jewell Athletic Department coordinates on site ambulance coverage for home football events. Ambulances may be coordinated on-site for special events/sports such as GLVC/NCAA regional and championship events. If an ambulance is not on-site the response time is generally minutes. Consideration is given to capabilities of transportation service available (i.e. Basic Life Support or Advanced Life Support) and the equipment and level of trained personnel on board the ambulance. In the event that an ambulance is on site, there should be a designated location with rapid access to the site and a cleared route for entering/exiting the venue.

In the emergency evaluation, the primary survey assists the emergency care provider in identifying emergencies requiring critical intervention and in determining transport decisions. In an emergency situation, the athlete should be transported by ambulance, where the necessary staff and equipment is available to deliver appropriate care. **In the event that transportation of an athlete takes place play will not resume until an ambulance is onsite.** Emergency care providers should refrain from transporting unstable athletes in inappropriate vehicles. Care must be taken to ensure that the activity areas are supervised should the emergency care provider leave the site in transporting the athlete. In emergency situations where there is impairment in level of consciousness (LOC), airway, breathing or circulation (ABC) or there is neurovascular compromise should be considered a “load and go” situation and emphasis placed

on rapid evaluation, treatment, and transportation. In order to provide the best possible and most immediate care, all injuries and emergency situations will be directed to Liberty Hospital.

Conclusion

The importance of being properly prepared when athletic emergencies arise cannot be stressed enough. An athlete's survival may hinge on how well trained and prepared athletic healthcare providers are. It is prudent to invest athletic department "ownership" in the emergency plan by involving the athletic administration and coaches as well as sports medicine personnel. The emergency plan should be reviewed at least once a year with all athletic personnel, along with CPR, AED and First Aid refresher training. Through development and implementation of the emergency plan, William Jewell College helps ensure that the athlete will have the best care provided when an emergency situation arises.

IMPORTANT INFORMATION

In the event of an emergency situation and or if an athlete is taken to the emergency room, the following chain of command will be followed:

1. The William Jewell Athletic Training's emergency plan in regards to a home practice/game will be followed.
2. A William Jewell College athletic trainer, athletic training student, coach, or designee will accompany the injured student-athlete to the medical facility.
3. Once at the medical facility, the designated individual will contact the Head Athletic Trainer and or Certified Athletic Trainer providing coverage for the team of the injured athlete with medical updates from the attending physician.

Head Athletic Trainer: Matt Gilbertson	Cell: 530.514.6628
Assistant Athletic Trainer: Ashley Watson	Cell: 314.703.3795
Assistant Athletic Trainer: Ryan Arens	Cell: 314.960.5024
Assistant Athletic Trainer: Mark Masalskis	Cell: 314.686.3644
Assistant Athletic Trainer: Coleman Howard	Cell: 816.518.8490
Assistant Athletic Trainer: Jamie Campbell	Cell: 816.352.7547
Assistant Athletic Trainer: Keyen Braughton	Cell: 816.723.0408

4. If traveling to an away contest a Certified Athletic Trainer or his/her designee will stay in the location of the injured/ill student-athlete. They will provide information to the staff, doctors, and family regarding the athlete's condition and provide assistance with travel when necessary while returning to campus.
5. The Head Athletic Trainer will then contact the following individuals with initial medical updates once the athlete is stable and additional updates as needed.
 - **Athletic Director: Tom Eisenhauer** **Cell: 816.332.1983**
 - The athletic director will contact all other athletics department personnel and university administrative personnel as deemed necessary.
 - **Head Coach**
 - **Parent/Guardian**

Liberty Hospital/Emergency Room:

Address: 2525 Glenhendren Drive **Phone Number:** 816.781.7200
Liberty, MO 64068

Directions:

Make a right out of the Mabey Center parking lot onto State Highway H. Make a right at the second light, Lightburne St. Go through yellow flashing light and continue on Lightburne St as if leaving city limits. Turn left onto Glenhendren Drive. Turn left into main hospital entrance and follow signs directing you to the Emergency Room entrance. It is located on the southwest side of the hospital.

Emergency Plan: Mabee Center Pool

Emergency Personnel: Certified athletic trainer and/or graduate assistant athletic trainer accessible from Mabee Center Athletic Training Room during normal athletic training room hours for practice. A certified athletic trainer will be available on-site for all home contests.

Emergency Communication: Closest fixed telephone line is located in head coach's office adjacent to the pool deck.

Head Coach: Greg Temple
Office: 816.416.5007
Cell: 515-556-9729

Emergency Equipment: Supplies maintained inside Mabee Center Athletic Training room for practices. Nearest AED is located in main entrance of the Mabee Center inside mounted wall case. A spine board is located on the pool deck at all times. For home events, an AED, vacuum splints, crutch bag, and CPR mask will be made available on site.

Role of the First Responders

1. Immediate care of the injured or ill student – athlete
2. Emergency Equipment retrieval
3. Activation of EMS System
 - a. 911 call and provide all necessary information to dispatcher
 - b. Notify campus security at 365-0709
4. Direction of EMS to scene
 - a. Open appropriate doors
 - b. Designate individual to “flag down” EMS and direct to scene
 - c. Scene control: limit scene to first aid providers and move bystanders away from the area.

Venue Directions:

Take State Highway H to Mabee Center parking lot entrance. Park on the south side of the building in the staff parking lot. Walk through the double doors and follow to the right to gain access to the pool.

Emergency Plan: Softball Complex – 548 Doniphan Street, Liberty MO

Emergency Personnel: Certified athletic trainer and/or graduate assistant athletic trainer accessible from Mabee Center Athletic Training Room during normal athletic training room hours for practice. A certified athletic trainer will be available on-site for all home contests.

Emergency Communication: Closest fixed telephone line is located in the Mabee Center athletic training room or the front desk of the Mabee Center. Head Coach should have access to a cellular phone during practices and the attending athletic trainer will ensure cellular phone access for all home events.

Head Coach: Dustin Combs
Office: 816-415-5948
Cell: 417-861-1214

Emergency Equipment: Supplies maintained inside Mabee Center Athletic Training room for practices. Nearest AED is located in main entrance of the Mabee Center inside mounted wall case. For home events, an AED, vacuum splints, crutch bag, and CPR mask will be made available on site.

Role of the First Responders

1. Immediate care of the injured or ill student – athlete
2. Emergency Equipment retrieval
3. Activation of EMS System
 - a. 911 call and provide all necessary information to dispatcher
 - b. Notify campus security at 365-0709
4. Direction of EMS to scene
 - a. Open appropriate doors
 - b. Designate individual to “flag down” EMS and direct to scene
 - c. Scene control: limit scene to first aid providers and move bystanders away from the area.

Venue Directions:

From Lightburne Street, turn east onto East Doniphan St. Softball complex is on left side of the road. If on-field access is not required, park behind the press box. If on-field access is required, enter the field through the gate in the right field fence at the second entrance to the complex.

Emergency Plan: Baseball Stadium-825 RE Bowles Dr. Liberty MO

Emergency Personnel: Certified athletic trainer and/or graduate assistant athletic trainer accessible from Mabee Center Athletic Training Room during normal athletic training room hours for practice. A certified athletic trainer will be available on-site for all home contests.

Emergency Communication: Closest fixed telephone line is located in the Mabee Center athletic training room or the front desk of the Mabee Center. Head Coach should have access to a cellular phone during practices and the attending athletic trainer will ensure cellular phone access for all home events.

Head Coach: Mike Stockton
Office: 415-5962
Cell: 816-510-6762

Emergency Equipment: Supplies maintained inside Mabee Center Athletic Training room for practices. Nearest AED is located in main entrance of the Mabee Center inside mounted wall case. For home events, an AED, vacuum splints, crutch bag, and CPR mask will be made available on site.

Role of the First Responders

1. Immediate care of the injured or ill student – athlete
2. Emergency Equipment retrieval
3. Activation of EMS System
 - a. 911 call and provide all necessary information to dispatcher
 - b. Notify campus security at 365-0709
4. Direction of EMS to scene
 - a. Open appropriate doors
 - b. Designate individual to “flag down” EMS and direct to scene
 - c. Scene control: limit scene to first aid providers and move bystanders away from the area.

Venue Directions:

From Lightburne Street, turn east onto East Doniphan St. Turn left onto RE Bowles Drive. Turn right onto the gravel driveway just beyond the third base dugout. Gain access to the field through the double gate adjacent to the third base dugout.

Emergency Plan: Practice Soccer/Lacrosse Fields-851 RE Bowles Dr. Liberty, MO

Emergency Personnel: A certified athletic trainer will be available on-site for all games.

Emergency Communication: Closest fixed telephone line is located in the Mabee Center athletic training room or the front desk of the Mabee Center. The attending athletic trainer will ensure cellular phone access.

Head Men Lacrosse Coach: Ryan Burke

Office: N/A

Cell: 757-409-3381

Head Women Lacrosse Coach: Kallie Muck

Office: N/A

Cell: 913-638-0828

Head Women's Soccer Coach: Emily Key

Office: 415-5986

Cell: 913-748-5608

Head Men's Soccer Coach: Eddie Horn

Office: 816-415-5044

Cell: 573-694-5995

Emergency Equipment: Supplies maintained inside Mabee Center Athletic Training room. The attending athletic trainer will provide an AED, vacuum splints, crutch bag, and CPR mask on-site.

Role of the First Responders

1. Immediate care of the injured or ill student – athlete
2. Emergency Equipment retrieval
3. Activation of EMS System
 - a. 911 call and provide all necessary information to dispatcher
 - b. Notify campus security at 365-0709
4. Direction of EMS to scene
 - a. Open appropriate doors
 - b. Designate individual to “flag down” EMS and direct to scene
 - c. Scene control: limit scene to first aid providers and move bystanders away from the area.

Venue Directions:

From Lightburne street turn onto Doniphan street keep going until you reach R.E. Bowles Dr. Take a Right on R.E. Bowles Dr. Follow the road past the baseball field and up to the left toward the houses. You'll see the side walk connect to a field entrance gait.

Emergency Plan: Greene Stadium (Football/Soccer/Track&Field) **175 RE Bowles Dr. Liberty MO**

Emergency Personnel: At minimum, one certified athletic trainer will be available on-site for all practices and home contests for football and in season soccer as well as home track and field contests. For off season soccer practices and track and field practices, a certified athletic trainer and/or graduate assistant athletic trainer accessible in Mabee Center Athletic Training Room during normal athletic training room hours.

Emergency Communication: Closest fixed telephone line is located in the Greene Stadium press box. When present, the attending certified athletic trainer will ensure cellular phone access. In absence of a certified athletic trainer, head coach should cellular phone access.

Head Football Coach: Mike McGlinchey
Office: 415-5932
Cell: 919-923-5255

Head Women's Soccer Coach: Emily Key
Office: 415-5986
Cell: 913-748-5608

Head Men's Soccer Coach: Eddie Horn
Office: 816-415-5044
Cell: 573-694-5995

Head Track and Field Coach: Rayshawn Walker
Office: 415-6367
Cell: 216-224-9683

Emergency Equipment: Supplies maintained inside Mabee Center Athletic Training room. When present, the attending athletic trainer will provide an AED, vacuum splints, crutch bag, and CPR mask on-site.

Role of the First Responders

1. Immediate care of the injured or ill student – athlete
2. Emergency Equipment retrieval
3. Activation of EMS System
 - a. 911 call and provide all necessary information to dispatcher
 - b. Notify campus security at 365-0709
4. Direction of EMS to scene
 - a. Open appropriate doors
 - b. Designate individual to “flag down” EMS and direct to scene
 - c. Scene control: limit scene to first aid providers and move bystanders away from the area.

Venue Directions:

From Mill St/State Highway H, turn left onto RE Bowles Drive at main campus entrance. Take first right into commuter parking lot. Field access can be gained through the double gates on the southwest corner of the stadium.

Emergency Plan: Mabee Center Arena
(Basketball/Volleyball/Wrestling)
924 State Highway H Liberty MO

Emergency Personnel: Certified athletic trainer and/or graduate assistant athletic trainer accessible from Mabee Center Athletic Training Room during normal athletic training room hours for practice. A certified athletic trainer and team physician will be available on-site for all home contests.

Emergency Communication: Closest fixed telephone line is located in the Mabee Center athletic training room or the front desk of the Mabee Center. When present, the attending certified athletic trainer will ensure cellular phone access. In absence of a certified athletic trainer, head coach should cellular phone access.

Head Men's Basketball Coach: Chris McCabe Office: 415-5947 Cell: 816-599-8321

Head Women's Basketball Coach: Jill Slominski Office: 415-5937 Cell: 816-510-6689

Head Volleyball Coach: Carolyn Raynes Office: 415-6988 Cell: 816-729-7024

Head Men's Wrestling Coach: Tom Maloney Office: 415-7825 Cell: 773-710-4946

Head Women's Wrestling Coach: Desiree Ramos Office: 415-7825 Cell: 562-360-2039

Emergency Equipment: All emergency supplies maintained inside Mabee Center Athletic Training room for practices and home contests. Nearest AED is located in main entrance of the Mabee Center inside mounted wall case.

Role of the First Responders

1. Immediate care of the injured or ill student – athlete
2. Emergency Equipment retrieval
3. Activation of EMS System
 - a. 911 call and provide all necessary information to dispatcher
 - b. Notify campus security at 365-0709
4. Direction of EMS to scene
 - a. Open appropriate doors
 - b. Designate individual to "flag down" EMS and direct to scene
 - c. Scene control: limit scene to first aid providers and move bystanders away from the area.

Venue Directions:

Take State Highway H and turn left into Mabee Center parking lot. Park directly in front of the main entrance to the Mabee Center. Walk through the double doors to gain access to the arena.

Emergency Plan: Mabee Center Athletic Training Room 924 State Highway H, Liberty MO

Emergency Personnel: Certified athletic trainer and/or graduate assistant athletic trainer accessible from Mabee Center Athletic Training Room during normal athletic training room hours for practices and home contests.

Emergency Communication: Closest fixed telephone line is located in the Mabee Center athletic training office. When present, the attending certified athletic trainer will ensure cellular phone access.

Emergency Equipment: All emergency supplies maintained inside Mabee Center Athletic Training room for practices and home contests. Nearest AED is located in the orange emergency bags in the athletic training room or in main entrance of the Mabee Center inside mounted wall case.

Role of the First Responders

1. Immediate care of the injured or ill student – athlete
2. Emergency Equipment retrieval
3. Activation of EMS System
 - a. 911 call and provide all necessary information to dispatcher
 - b. Notify campus security at 365-0709
4. Direction of EMS to scene
 - a. Open appropriate doors
 - b. Designate individual to “flag down” EMS and direct to scene
 - c. Scene control: limit scene to first aid providers and move bystanders away from the area.

Venue Directions:

Take State Highway H and turn left into Mabee Center parking lot. Park directly in front of the main entrance to the Mabee Center. Walk through the double doors to gain access to the arena. The athletic training room is located across the arena adjacent to the staircase.

Emergency Plan: Lacrosse/Soccer complex 851 Bowles Drive

Emergency Personnel: Certified athletic trainer accessible from Mabee Center Athletic Training Room during normal athletic training room hours for practice. A certified athletic trainer will be available on-site for all home contests.

Emergency Communication: Closest fixed telephone line is located in the Mabee Center athletic training room or the front desk of the Mabee Center. Head Coach should have access to a cellular phone during practices and the attending athletic trainer will ensure cellular phone access for all home events.

Head Coach Men's Soccer: Eddie Horn
Office: 816-415-5044
Cell: 573-694-5995

Head Coach Women's Soccer: Emily Key
Office: 415-5986
Cell: 913-748-5608

Emergency Equipment: Supplies maintained inside Mabee Center Athletic Training room for practices. Nearest AED is located in main entrance of the Mabee Center inside mounted wall case. For home events, an AED, vacuum splints, crutch bag, and CPR mask will be made available on site.

Role of the First Responders

1. Immediate care of the injured or ill student – athlete
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4. Direction of EMS to scene
 - a. Open appropriate doors
 - b. Designate individual to “flag down” EMS and direct to scene
 - c. Scene control: limit scene to first aid providers and move bystanders away from the area.

Venue Directions:

From Lightburne Street, turn east onto East Doniphan St. Turn left onto RE Bowles Drive. Follow the road up to the Left towards the houses. Park on the side of the road and use the sidewalk to access the field.