



Lee University
Sport Medicine Emergency Action Plans

EMERGENCY ACTION PLAN

PRACTICE WITHOUT LEE SPORTS MEDICINE STAFF

Due to limited staff availability and sports there may be times when your practice may not be attended by an athletic trainer. All coaches should be CPR Certified and be able to handle an emergency.

1. In the event of an emergency while practicing without an athletic trainer, please assist the student-athlete to the best of your ability in the absence of medical staff.
2. Notify EMS through 911 and let them know what happened including types of injuries, how many injured, and what is currently being done for the injured.
 - a. All coaches/certified athletic trainers should have each student-athletes' insurance information and emergency information with them during travel.
3. Call the Certified Athletic Trainer/Head Coach in charge of that team and tell them what happened and what is going to be done with the athlete. In the event of an emergency call 911 first. Also, contact the Director of Athletics (Larry Carpenter) to notify them of the situation. If AD cannot be reached, contact Assistant AD Jessica McIntyre, Assistant AD Andrea Hudson, or Director of Compliance Morgan Adams.
4. If the hospital visit requires the student-athlete to stay in the hospital a member of the coaching staff should stay with the athlete until a parent or guardian can be available

SOUTH QUAD LACROSSE FIELD

Initiate 911 first, then dial 4444 (Campus Safety) for on-campus emergencies

McKenzie Athletic Training Building (423) 614-8462 or 8462 on-campus

Procedures for Activating Emergency Plan

1. In the event of an injury to a student-athlete, the athletic trainer or certified first-aider should assess the extent of the injury. Always remember to wait until the official stops the game and do not move athlete until responsiveness and degree of injury are assessed.
2. If the athletic trainer or certified first-aider feels the need for assistance they should contact Emergency Medical Services. The certified first-aider may assist in minor wound bandaging, ice bagging, and simple First Aid procedures; they can also make the necessary communications for other needed services.
3. When a situation is deemed life threatening (head, neck, or back injury or cardiac pathology) or serious in nature, one person should immediately activate EMS by the phone. The same person will instruct an assistant to clear the area located closest to the road in which the injured athlete is lying. Someone should wait by the corner of 5th and Church Street to flag down EMTs and instruct the ambulance where to go. Make sure that the area is clear and the ambulance will have plenty of space.
4. Once the ambulance arrives, EMTs will have complete control of the scene and the situation. If transporting a student-athlete is necessary an athletic trainer or designated person should go to the hospital to provide necessary information.

Directions to the South Quad (Lacrosse) Field

The field is located on the northwest corner of 5th and Church Street. Approach the field in a Southwest direction heading toward the rest of campus.

*350 Church Street NE
Cleveland, TN 37311*

When an EMERGENCY has been declared at the LACROSSE FIELD and an ambulance is needed during an athletic event the following protocol should be followed as closely as possible.

1. **On Field Evaluation: *Certified Athletic Trainer: assisted by ATS***
 - a. Retrieval of splints, ice bags, etc.
2. **Call 911: *ATS#2/Head Coach***
 - a. Use Athletic Trainer's cell phone or Livingston Hall phone
 - b. Location – 350 Church Street. NE
 - c. Give information of situation to operator (airway) breathing, circulation, deformities, etc.)
3. **Team Control: *Assistant Coach***
 - a. Direct athletes away from injured player
4. **Crowd Control: *Campus Safety***

- a. Keep crowd off field
- b. Athletic Director/Game Day Admin: Keep relatives off field but aware of the situation
- 5. **Contact Parents: *AD or Head Coach***
 - a. In life threatening situation call parents (home numbers in medical kit)
 - b. In non-life-threatening situation let the athlete call home
- 6. **Contact Team Physician: *Supervising Athletic Trainer***
 - a. Dr. DeWayne Knight - 423-421-8881
- 7. **Direct Paramedics: *Campus Safety***
 - a. Stand at corner of 8th and Parker to flag down ambulance
- 8. **Hospital: *GA/ATS and/or Parents***
 - a. Call on-duty ATC ASAP with medical status
 - b. Provide necessary medical insurance information (in medical kit)

If no ambulance is needed: ATS/GA or parent to drive. Call on duty ATC ASAP.

EMERGENCY PLAN WHILE TRAVELING

Hotel Emergencies

- a. In the event of an emergency while at your hotel, please assist student-athlete to the best of your ability in the absence of medical staff. Notify medical staff immediately to assist in emergency if available.
- b. Inform front desk of your hotel that you have an emergency and you need EMS
- c. All coaches/certified athletic trainers should have each student-athletes' insurance information and emergency information with them during travel.
- d. If the hospital visit requires the student-athlete to stay longer than the trip was planned, a member of the coaching staff must stay with the student-athlete.
- e. Call the Certified Athletic Trainer/Head Coach in charge of that team, if not available, to tell them what happened and what is going to be done with the athlete. Also, contact the Director of Athletics (Larry Carpenter) to notify them of the situation. If AD cannot be reached, contact Assistant AD Jessica McIntyre, Assistant AD Andrea Hudson, or Director of Compliance Morgan Adams.

Bus Travel Emergencies

1. In the event of an accident involving bus transportation of the team, i.e. a wreck. Please assist the student-athletes to the best of your ability as long as it is safe to do so.
2. Triage injured student-athletes, dealing with the most serious injuries first.
3. Notify EMS through 911 and let them know what happened including types of injuries, how many injured, and what is currently being done for the injured.
4. A member of the coaching or medical staff, if possible, must go to the hospital with injured, and stay with athlete until parents or guardians arrive.
5. Coaches and medical staff should have each student-athletes' insurance information and emergency information with them during travel.
 - f. After EMS has been notified a member of staff should notify the Athletic Director Larry Carpenter immediately to notify him of the situation. The AD can then notify the appropriate people on campus, including media. If AD is unavailable, then the chain of contact will consist of the Assistant AD Jessica McIntyre, Assistant AD Andrea Hudson, or Director of Compliance Morgan Adams.

MENTAL HEALTH EMERGENCY ACTION PLAN

Best Practice No. 1

Clinical Licensure of Practitioners Providing Mental Health Care

Lee University provides mental health care of a college athlete by a licensed individual who is qualified to provide mental health services.

Best Practice No. 2

Procedures for Identification and Referral of Student-Athletes to Qualified Practitioners

Lee University's Athletic department staff work with sports medicine and campus mental health services to develop written emergency and non-emergency action plans for situations in which college athletes face a mental health challenge.

Best Practice No. 3

Pre-Participation Mental Health Screening

Lee University applies mental health screening tools in the PPE, as well as a written mental health referral plan, prior to a student-athlete's initial participation in college athletics.

Best Practice No. 4

Health-Promoting Environments That Support Mental Well-Being and Resilience

The Lee University Athletics department encourages education of student-athletes, coaches, and faculty athletics representatives to help create a culture that promotes care seeking and mental well-being and resilience.

Athletic Training Services Behavioral Health Referral Policy

If a concern is expressed to a member of the Athletic Department, by a student-athlete that they themselves, or one of their teammates are exhibiting signs of unhealthy or dangerous behavior (purging, calorie restriction, depression, suicidal thoughts, etc.) the following steps should be taken

1. The staff member should continue the discussion with the student-athlete in a confidential matter. Reassure the student-athlete that you are there to assist him or her in obtaining the help that they need from the proper professionals.
2. Contact Athletic Training Services by calling the athletic trainer that coordinates care for the team first. If no response, contact Team Physician: Dr. DeWayne Knight at 423-421-8881
3. The student-athlete's status will be monitored under the care of Lee University's Team physician and other members of the sports medicine team (Team Physician, Athletic Trainer, and on campus counselor(s) to include Dr. David Quagliana) provides the necessary referral.
4. Patients will be treated in a confidential manner supervised by the Team physician who will consult those who need to know regarding any restriction from sport or other activities.

Conditions requiring consultation with the team physician include, but are not limited to athletes currently experiencing or with a history of:

- Disorder eating
- Depression

- Anxiety
- Panic
- Bipolar
- Post-Traumatic Stress
- Unexplained “Strange” or otherwise abnormal behavior deviation from the norm that interferes with daily activities or communication

LEE UNIVERSITY ATHLETIC TRAINING ROOM

Initiate 911 first, then dial 4444 (Campus Safety) for on-campus emergencies

McKenzie Athletic Training Center (423) 614-8462 or 8462 on-campus

Procedures for Activating Emergency Plan

1. In the event of an injury to a student-athlete, the athletic trainer or certified first-aider should assess the extent of the injury. Do not move athlete until responsiveness and degree of injury are assessed.
2. If the athletic trainer or certified first-aider feels the need for assistance they should contact Emergency Medical Services. The certified first-aider may assist in minor wound bandaging, ice bagging, and simple First Aid procedures; they can also make the necessary communications for other needed services.
3. When a situation is deemed life threatening (head, neck, or back injury or cardiac pathology) or serious in nature, one person should immediately activate EMS by the phone. The same person will instruct an assistant to clear the area in which the injured athlete is lying. Make sure that the area is clear and the ambulance will have plenty of space.
4. Once the ambulance arrives, EMTs will have complete control of the scene and the situation. If transporting a student-athlete is necessary an athletic trainer or designated person should go to the hospital to provide necessary information.
5. If an athlete is a minor, the leader will designate someone else to attempt to contact the athlete's parents/ guardian. Emergency contact information can be found on the physicals or Emergency contact list which all coaches, athletic trainers, and designated individuals should have with them at all times. If the parent/guardian is not present, the athlete's physical form should be taken to the hospital with the athlete.
6. Location of AED's: There are AEDs located along the wall adjacent to the physician's office. Number available is dependent on games and practices occurring at that time although at least one will always be present with all certified athletic trainers.

Directions to McKenzie Athletic Building

The McKenzie Building is located on Parker St. across from Health Center and the Leonard Center. Direct the ambulance to the Mackenzie building parking lot.

*McKenzie Athletic Building
Room 102
1685 Parker St. NE
Cleveland, TN 37311*

When an EMERGENCY has been declared at the Lee University Athletic Training Room and an ambulance is needed during an athletic event the following protocol should be followed as closely as possible. Specific roles are *italicized*.

1. **On Field Evaluation: *Certified Athletic Trainer assisted by Athletic Training Student (ATS)***
 - a. Retrieval of splints, ice bags, etc.
2. **Call 911: *Certified Athletic Trainer #2/Athletic Training Student #2 ATS #2***
 - a. Use athletic trainer's cell phone or office phone

- b. Location: 1685 Parker St. NE. On the west side of Parker street between 15th and 18th street. Ambulance may park in the parking lot and come through the front doors.
 - c. Provide pertinent information to dispatch
- 3. Team Control: *Athletic Training Student***
 - a. Direct athletes/coaches away from injured player
- 4. Contact Parents: *AD/Coach***
 - a. In life threatening situation call parents (home numbers in medical kit)
 - b. In non-life-threatening situation let the athlete call home
- 5. Contact Team Physician: *Supervising Athletic Trainer***
 - a. Dr. DeWayne Knight - 423-421-8881
- 6. Direct Paramedics: *Campus Safety***
 - a. Stand at 23 St. to flag down EMTs and make sure 3rd base gate is open
- 7. Hospital: *GA/ATS and/or Parents***
 - a. Call on-duty ATC ASAP with medical status
 - b. Provide necessary medical insurance information (in medical kit)

If no ambulance is needed: ATS/GA or parent to drive. Call on duty ATC ASAP.

LEE UNIVERSITY WEIGHT ROOM

Initiate 911 first, then dial 4444 (Campus Safety) for on-campus emergencies

McKenzie Athletic Training Center (423) 614-8462 or 8462 on-campus

Procedures for Activating Emergency Plan

1. In the event of an injury to a student-athlete, the athletic trainer or certified first-aider should assess the extent of the injury. Do not move athlete until responsiveness and degree of injury are assessed.
2. If the athletic trainer or certified first-aider feels the need for assistance they should contact Emergency Medical Services. The certified first-aider may assist in minor wound bandaging, ice bagging, and simple First Aid procedures; they can also make the necessary communications for other needed services.
3. When a situation is deemed life threatening (head, neck, or back injury or cardiac pathology) or serious in nature, one person should immediately activate EMS by the phone. The same person will instruct an assistant to clear the area in which the injured athlete is lying. Make sure that the area is clear and the ambulance will have plenty of space.
4. Once the ambulance arrives, EMTs will have complete control of the scene and the situation. If transporting a student-athlete is necessary an athletic trainer or designated person should go to the hospital to provide necessary information.
5. If an athlete is a minor, the leader will designate someone else to attempt to contact the athlete's parents/ guardian. Emergency contact information can be found on the physicals or Emergency contact list which all coaches, athletic trainers, and designated individuals should have with them at all times. If the parent/guardian is not present, the athlete's physical form should be taken to the hospital with the athlete.
6. Location of AED's: There are AEDs located along the wall adjacent to the physician's office. Number available is dependent on games and practices occurring at that time although at least one will always be present with all certified athletic trainers.

Directions to McKenzie Athletic Building

The McKenzie Building is located on Parker St. across from Health Center and the Leonard Center. Direct the ambulance to the Mackenzie building parking lot.

McKenzie Athletic Building

Room 102

1685 Parker St. NE

Cleveland, TN 37311

When an EMERGENCY has been declared at the Lee University Weight Room and an ambulance is needed during an athletic event the following protocol should be followed as closely as possible.

1. **Evaluation: Certified Athletic Trainer: assisted by Athletic Training Student (ATS)**
 - a. Retrieval of splints, ice bags, etc.
 - b. If an athletic trainer is not present contact Sports Medicine Staff
2. **Call 911: (ATS #2)/ Head Strength and Conditioning Coach**

- a. Use athletic trainer's cell phone or office phone
 - b. Location: 1685 Parker St. NE. On the west side of Parker street between 15th and 18th street. Ambulance may park in the parking lot and come through the front doors.
 - c. Provide pertinent information to dispatch
- 3. Team Control: *Athletic Training Student***
- a. Direct athletes/coaches away from injured player
- 4. Contact Parents: *AD/Coach***
- a. In life threatening situation call parents (home numbers in medical kit)
 - b. In non-life-threatening situation let the athlete call home
- 5. Contact Team Physician: *Supervising Athletic Trainer***
- a. Dr. DeWayne Knight - 423-421-8881
- 6. Direct Paramedics: *Campus Safety***
- a. Stand at 23 St. to flag down EMTs and make sure 3rd base gate is open
- 7. Hospital: *GA/ATS and/or Parents***
- a. Call on-duty ATC ASAP with medical status
 - b. Provide necessary medical insurance information (in medical kit)

If no ambulance is needed: ATS/GA or parent to drive. Call on duty ATC ASAP.

- a. In life threatening situation call parents (home numbers in medical kit)
 - b. In non-life-threatening situation let the athlete call home
- 6. Contact Team Physician: *Supervising Athletic Trainer: Dan Heinbaugh***
 - a. Dr. DeWayne Knight - 423-421-8881
- 7. Direct Paramedics - *Campus Safety: Stand at 23 St. to flag down EMTs and make sure 3rd base gate is open***
- 8. Hospital: *GA/ATS and/or Parents***
 - a. Call on-duty ATC ASAP with medical status
 - b. Provide necessary medical insurance information (in medical kit)

If no ambulance is needed: ATS/GA or parent to drive. Call on duty ATC ASAP.

- b. In non-life-threatening situation let the athlete call home number
- 6. Contact Team Physician: *Supervising Athletic Trainer***
 - a. Dr. DeWayne Knight - 423-421-8881
- 7. Direct Paramedics: *Campus Safety***
 - a. Make sure 1st base gate is open
 - b. Stand at 18th St. to flag down ambulance
- 8. Hospital: *GA/ATS and/or Parents***
 - a. Call on-duty ATC ASAP with medical status
 - b. Provide necessary medical insurance information (in medical kit)

If no ambulance is needed: ATS/GA or parent to drive. Call on duty ATC ASAP.

LEE UNIVERSITY SOCCER FIELD

Initiate 911 first, then dial 4444 (Campus Safety) for on-campus emergencies

McKenzie Athletic Training Building 614-8462 or 8462 on-campus

Procedures for Activating Emergency Plan

1. In the event of an injury to a student-athlete, the athletic trainer or certified first-aider should assess the extent of the injury. Always remember to wait until the official stops the game and do not move athlete until responsiveness and degree of injury are assessed.
2. If the athletic trainer or certified first-aider feels the need for assistance they should contact Emergency Medical Services. The certified first-aider may assist in minor wound bandaging, ice bagging, and simple First Aid procedures; they can also make the necessary communications for other needed services.
3. When a situation is deemed life threatening (head, neck, or back injury or cardiac pathology) or serious in nature, one person should immediately activate EMS by the phone. The same person will instruct an assistant to clear the area located closest to the road in which the injured athlete is lying. Someone should wait by the corner of 8th and Parker to flag down EMTs and instruct the ambulance where to go. Make sure that the area is clear and the ambulance will have plenty of space.
4. Once the ambulance arrives, EMTs will have complete control of the scene and the situation. If transporting a student-athlete is necessary an athletic trainer or designated person should go to the hospital to provide necessary information.

Directions to the Soccer Field

The field is located on the northwest corner of 8th St. and Parker St. There are no gates and ambulance accessibility is optimal of all sides.

*811 Parker Street NE
Cleveland, TN 37311*

When an EMERGENCY has been declared at the SOCCER FIELD and an ambulance is needed during an athletic event the following protocol should be followed as closely as possible.

1. **On Field Evaluation: *Certified Athletic Trainer: assisted by ATS***
 - a. Retrieval of splints, ice bags, etc.
2. **Call 911: *ATS #2/Head Coach***
 - a. Use Athletic Trainer's cell phone or Livingston Hall
 - b. Location – 811 Parker Street. Corner of 8th and Parker
 - c. Give information of situation to operator (airway, breathing, circulation, deformities, etc.)
3. **Team Control: *Assistant Coach***
 - a. Direct athletes away from injured player
4. **Crowd Control: *Campus Safety***
 - a. Keep crowd off field
 - b. Athletic Director/Game Day Admin: Keep relatives off field, but aware of the situation
5. **Contact Parents: *AD or Head Coach***
 - a. In life threatening situation call parents (home numbers in medical kit)

- b. In non-life-threatening situation let the athlete call home number
- 6. Contact Team Physician: *Supervising Athletic Trainer***
 - a. Dr. DeWayne Knight - 423-421-8881
- 7. Direct Paramedics: *Campus Safety***
 - a. Make sure 1st base gate is open
 - b. Stand at 18th St. to flag down ambulance
- 8. Hospital: *GA/ATS and/or Parents***
 - a. Call on-duty ATC ASAP with medical status
 - b. Provide necessary medical insurance information (in medical kit)

If no ambulance is needed: ATS/GA or parent to drive. Call on duty ATC ASAP.

DEVOS TENNIS CENTER

Initiate 911 first, then dial 4444(Campus Safety) for on-campus emergencies

McKenzie Athletic Training Building (423) 614-8462 or 8462 on-campus

Procedures for Activating Emergency Plan

1. In the event of an injury to a student-athlete, the athletic trainer or certified first-aider should assess the extent of the injury. Always remember to wait until the official stops the game and do not move athlete until responsiveness and degree of injury are assessed.
2. If the athletic trainer or certified first-aider feels the need for assistance they should contact Emergency Medical Services. The certified first-aider may assist in minor wound bandaging, ice bagging, and simple First Aid procedures; they can also make the necessary communications for other needed services.
3. When a situation is deemed life threatening (head, neck, or back injury or cardiac pathology) or serious in nature, one person should immediately activate EMS by the phone. The same person will instruct an assistant to clear the area located closest to the road in which the injured athlete is lying. Someone should wait at 15th St. to flag down and instruct EMTs where to go. Make sure that the area is clear and the ambulance will have plenty of space.
4. Once the ambulance arrives, EMTs will have complete control of the scene and the situation. If transporting a student-athlete is necessary an athletic trainer or designated person should go to the hospital to provide necessary information.

Directions to DeVos Tennis Center

The DeVos Tennis Center is located west of Parker St. on 15th St.

*160 Billy Graham Ave
Cleveland, TN 37311*

When an EMERGENCY has been declared at the DEVOS TENNIS CENTER and an ambulance is needed during an athletic event the following protocol should be followed as closely as possible.

1. **On Field Evaluation: *Certified Athletic Trainer: assisted by ATS***
 - a. Retrieval of splints, ice bags, etc.
2. **Call 911: *ATS #2/Head Coach***
 - a. Use Athletic Trainer's cell phone or Recreation Center phone
 - b. Location – 160 Billy Graham Ave.
 - c. Give information of situation to operator (airway, breathing, circulation, deformities, etc.)
3. **Team Control: *Assistant Coach***
 - a. Direct athletes away from injured player
4. **Crowd Control: *Campus Safety***
 - a. Keep crowd off playing field
 - b. Athletic Director/Game Day Admin: Keep relatives off field, but aware of the situation
5. **Contact Parents: *AD or Head Coach***
 - a. In life threatening situation call parents (home numbers in medical kit)
 - b. In non-life-threatening situation let the athlete call home number
6. **Contact Team Physician: *Supervising Athletic Trainer***

- a. Dr. DeWayne Knight – 423-421-8881
- 7. Direct Paramedics: *Campus Safety***
 - a. Stand in parking lot entrance of Recreation Center off 15th St.
- 8. Hospital: *GA/ATS and/or Parents***
 - a. Call on-duty ATC ASAP with medical status
 - b. Provide necessary medical insurance information (in medical kit)

If no ambulance is needed: ATS/GA or parent to drive. Call on duty ATC ASAP.

5. Contact Parents: *AD or Head Coach*

- a. In life threatening situation call parents (home numbers in medical kit)
- b. In non-life-threatening situation let the athlete call home

6. Contact Team Physician: *Supervising Athletic Trainer*

- a. Dr. DeWayne Knight - 423-421-8881

7. Direct Paramedics: *Campus Safety*

- a. Clear handicap ramp area at side entrance to gym lobby
- b. Standing at Parking lot entrance to flag down ambulance and instruct them where to go

8. Hospital: *GA/ATS and/or Parents*

- a. Call on-duty ATC ASAP with medical status
- b. Provide necessary medical insurance information (in medical kit)

If no ambulance is needed: ATS/GA or parent to drive. Call on duty ATC ASAP.

CARROLL COURTS PRACTICE FIELD

Initiate 911 first, then dial 4444 (Campus Safety) for on-campus emergencies

McKenzie Athletic Training Center (423) 614-8462 or 8462 on-campus

Procedures for Activating Emergency Plan

1. In the event of an injury to a student-athlete, the athletic trainer or certified first-aider should assess the extent of the injury. Always remember to wait until the official stops the game and do not move athlete until responsiveness and degree of injury are assessed.
2. If the athletic trainer or certified first-aider feels the need for assistance they should contact Emergency Medical Services. The certified first-aider may assist in minor wound bandaging, ice bagging, and simple First Aid procedures; they can also make the necessary communications for other needed services.
3. When a situation is deemed life threatening (head, neck, or back injury or cardiac pathology) or serious in nature, one person should immediately activate EMS by the phone. The same person will instruct an assistant to clear the area located closest to the road in which the injured athlete is lying. Someone should wait at 13th St. to flag down EMTs and instruct the ambulance where to go. Make sure that the area is clear and the ambulance will have plenty of space.
4. Once the ambulance arrives, EMTs will have complete control of the scene and the situation. If transporting a student-athlete is necessary an athletic trainer or designated person should go to the hospital to provide necessary information.

Directions to Carroll Courts

(Practice Field)

The field is located off of 20th St. on Greenwood Ave NE. Enter field through baseball back-stop fenced in area.

*1840 Greenwood Ave NE
Cleveland, TN 37311*

When an EMERGENCY has been declared at the CARROLL COURTS and an ambulance is needed during an athletic event the following protocol should be followed as closely as possible.

1. **On Field Evaluation: *Certified Athletic Trainer: assisted by ATS***
 - a. Retrieval of splints, ice bags, etc.
2. **Call 911: *ATS#2/Head Coach***
 - a. Use Athletic Trainer's cell phone or Carroll Courts Lobby phone
 - b. Location – 1840 Greenwood Ave. NE
 - c. Give information of situation to operator (airway) breathing, circulation, deformities, etc.)
3. **Team Control: *Assistant Coach***
 - a. Direct athletes away from injured player
4. **Crowd Control: *Campus Safety***

- a. Keep crowd off field
- b. Athletic Director/Game Day Admin: Keep relatives off field but aware of the situation
- 5. **Contact Parents: *AD or Head Coach***
 - a. In life threatening situation call parents (home numbers in medical kit)
 - b. In non-life-threatening situation let the athlete call home
- 6. **Contact Team Physician: *Supervising Athletic Trainer***
 - a. Dr. DeWayne Knight - 423-421-8881
- 7. **Direct Paramedics: *Campus Safety***
 - a. Stand off Greenwood Ave. to flag down EMTs
- 8. **Hospital: *GA/ATS and/or Parents***
 - a. Call on-duty ATC ASAP with medical status
 - b. Provide necessary medical insurance information (in medical kit)

If no ambulance is needed: ATS/GA or parent to drive. Call on duty ATC ASAP.

EMERGENCY ACTION PLAN WALKER ARENA

Initiate 911 first, then dial (423) 303-4444 (Campus Safety) for on-campus emergencies

McKenzie Athletic Training Center 614-8462 or 8462 on-campus or any of the athletic training staff

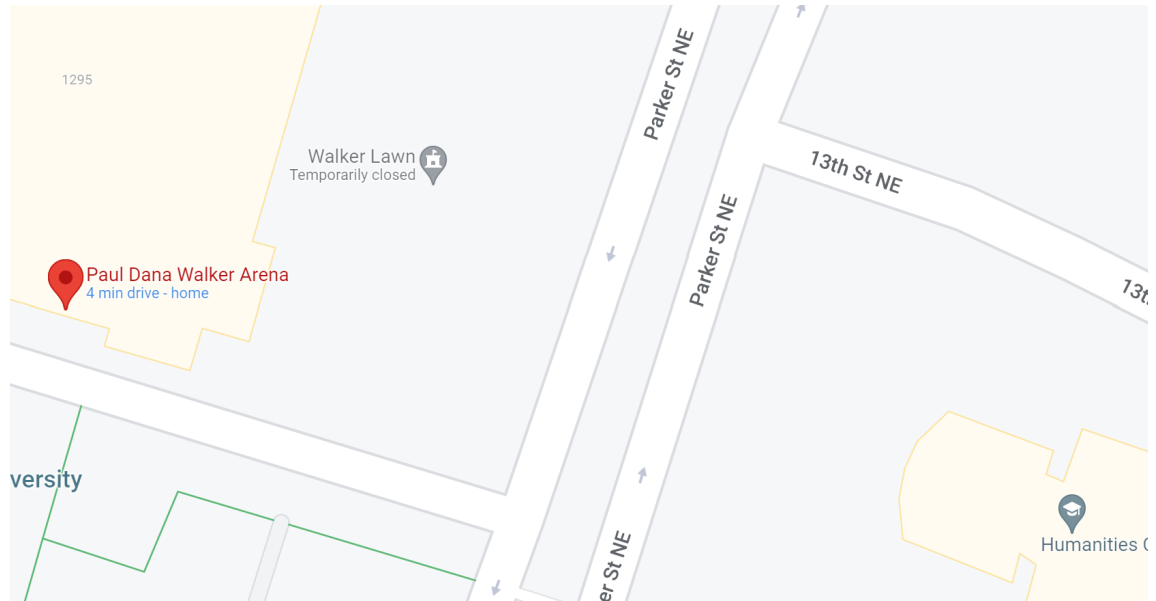
Procedures for Activating Emergency Plan

1. In the event of an injury to a student-athlete, the athletic trainer or certified first-aider should assess the extent of the injury. Always remember to wait until the official stops the game and do not move athlete until responsiveness and degree of injury are assessed.
2. If a first-aider feels the need for assistance they should contact the Certified Athletic Trainer if he/she is not present. The first-aider and student athletic trainer may assist in minor wound bandaging, ice bagging, and simple First Aid procedures; they can also make the necessary communications for other needed services.
3. When a situation is deemed life threatening (head, neck, or back injury or cardiac pathology) or serious in nature, one person should immediately activate EMS by the phone. The same person will instruct an assistant to clear the area located closest to the road in which the injured athlete is lying. Someone should wait in gym parking lot across from the Humanities Center on Parker St. to flag down the EMTs and instruct the ambulance where to go. Make sure that the area is clear and the ambulance will have plenty of space.
4. Once the ambulance arrives, EMTs will have complete control of the scene and the situation. If transporting a student-athlete is necessary an athletic trainer or designated person should go to the hospital to provide necessary information.

Direction to Walker Arena

The Arena is located across from the Humanities Center, which is located on 13th St. and Parker St.

1295 Parker St
NE
Cleveland, TN
37312



When an EMERGENCY has been declared at WALKER ARENA and an ambulance is needed during an athletic event the following protocol should be followed as closely as possible.

1. On Field Evaluation

Certified Athletic Trainer:

- assisted by ATS

Retrieval of splints, ice bags, etc.

2. Call 911

Head Coach:

- Use Athletic Trainer's cell phone or hall phone by athletic offices
- Location – 1295 Parker Street NE. Parking lot across from Humanities Center near 13th St. and Parker St.
- Give information of the situation to the operator (airway) breathing, circulation, deformities, etc.)

3. Team Control

Assistant Coach:

Direct athletes away from injured player

Athletic Director: Keep relatives off gym floor but aware of the situation

- In life threatening situation call parents
- In non-life-threatening situation let the athlete call home

Dr. DeWayne Knight 423-421-8881

- Clear handicap ramp area at side entrance to gym lobby
- Standing at Parking lot entrance to flag down ambulance and instruct them where to go

- Call on duty ATC ASAP with medical status
- Provide necessary medical insurance information (in medical kit)

If no ambulance is needed: ATS/GA or parent to drive. Call on duty ATC ASAP



EMERGENCY ACTION PLAN
SOFTBALL FIELD/ BUTLER FIELD

Initiate 911 first, then dial (423) 303-4444 (Campus Safety) for on-campus emergencies

McKenzie Athletic Training Center 614-8462 or 8462 on-campus or any of the athletic training staff

Procedures for Activating Emergency Plan

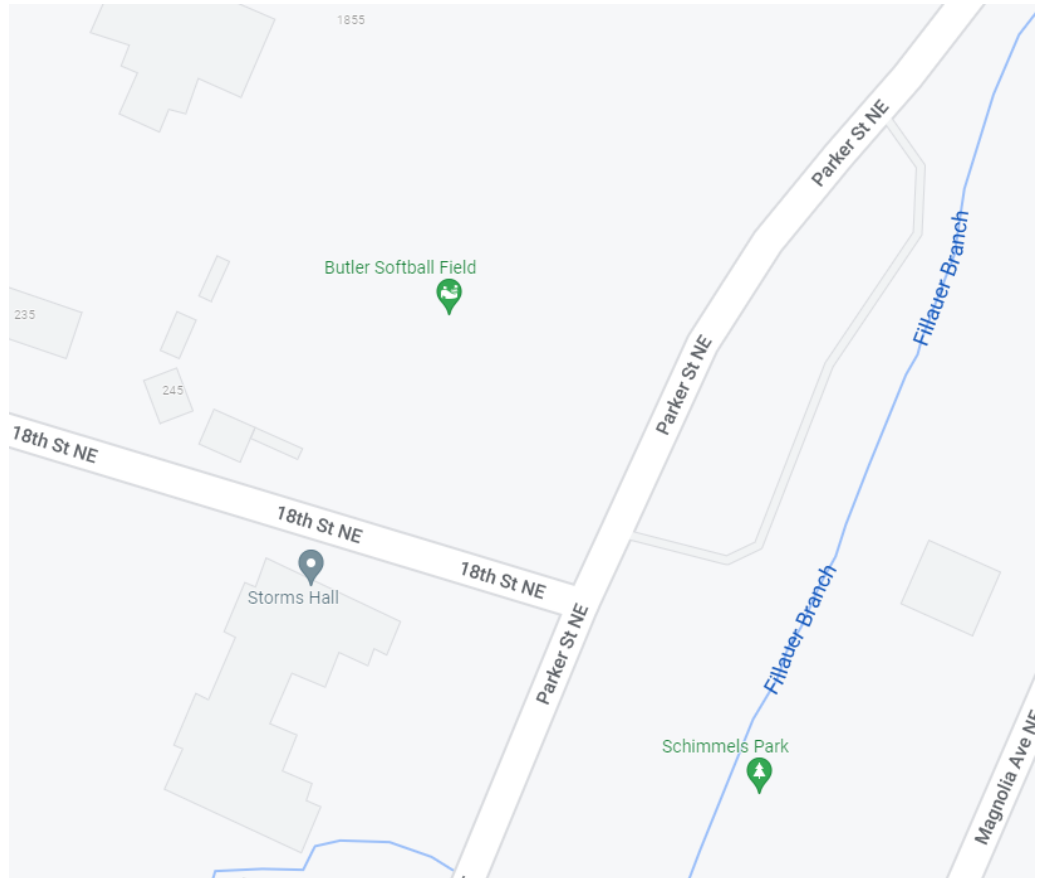
1. In the event of an injury to a student-athlete, the athletic trainer or certified first-aider should assess the extent of the injury. Always remember to wait until the official stops the game and do not move athlete until responsiveness and degree of injury are assessed.
2. If a certified first-aider feels the need for assistance they should contact the Certified Athletic Trainer if he/she is not present. The student athletic trainer and first-aider may assist in minor wound bandaging, ice bagging, and simple First Aid procedures; they can also make the necessary communications for other needed services.
3. When a situation is deemed life threatening (head, neck, or back injury or cardiac pathology) or serious in nature, one person should immediately activate EMS by the phone. The same person will instruct an assistant to clear the area located closest to the road in which the injured athlete is lying. Someone should wait at 13th St. to flag down EMTs and instruct the ambulance where to go. Make sure that the area is clear and the ambulance will have plenty of space.
4. Once the ambulance arrives, EMTs will have complete control of the scene and the situation. If transporting a student-athlete is necessary an athletic trainer or designated person should go to the hospital to provide necessary information.

Directions to Softball Field/ Butler Field

The softball field is located on the southwest corner of 18th St. and Parker St. Make sure the gate on the first baseline off of 18th St. is unlocked and opened.

1788 Parker Street NE
Cleveland, TN 37311

When an EMERGENCY has been declared at the SOFTBALL FIELD and an ambulance is needed during an athletic event the following protocol should be followed as closely as possible.



1. **On Field Evaluation** **Certified Athletic Trainer:**
assisted by ATS
Retrieval of splints, ice bags, etc.
2. **Call 911** **Head Coach: Emily Russell**
 - Use Athletic Trainer's cell phone or O'Bannon Hall phone
 - Location – 1788 Parker Street NE. Corner of 18th St. and Parker St.
 - Give information of the situation to the operator (airway, breathing, circulation, deformities, etc.)
3. **Team Control** **Assistant Coach**
Direct athletes away from injured player

4. **Crowd Control**

Keep crowd off field

Campus Safety/Game Day Administrator:

Athletic Director: Keep relatives off field, but aware of the situation

5. **Contact Parents**

AD or Head Coach

- In life threatening situation call parents (home numbers in medical kit)
- In non-life-threatening situation let the athlete call home

6. **Contact Team Physician**

Supervising Athletic Trainer

- Dr. DeWayne Knight 423-421-8881

7. **Direct Paramedics**

Campus Safety

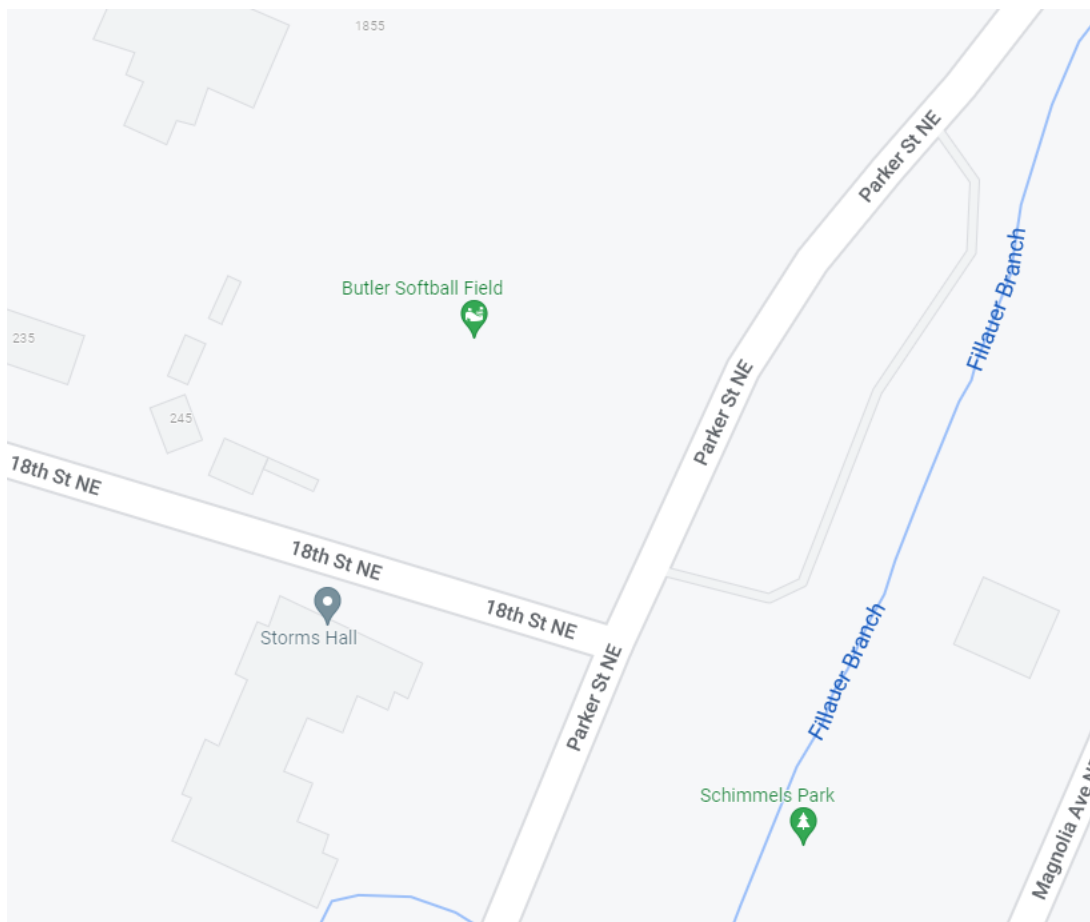
- Make sure 1st base gate is open
- Stand at 18th St. to flag down ambulance

8. **Hospital**

GA/ATS and/or Parents

- Call on duty ATC ASAP with medical status
- Provide necessary medical insurance information (in medical kit)

If no ambulance is needed: ATS/GA or parent to drive. Call on duty ATC ASAP



EMERGENCY ACTION PLAN

BASEBALL FIELD

Initiate 911 first, then dial (423) 303-4444 (Campus Safety) for on-campus emergencies

McKenzie Athletic Training Center 614-8462 or 8462 on-campus or any of the athletic training staff

Procedures for Activating Emergency Plan

1. In the event of an injury to a student-athlete, the athletic trainer or certified first-aider should assess the extent of the injury. Always remember to wait until the official stops the game and do not move athletes until responsiveness and degree of injury are assessed.
2. If a certified first-aider feels the need for assistance they should contact the Certified Athletic Trainer if he/she is not present. The student athletic trainer and first-aider may assist in minor wound bandaging, ice bagging, and simple First Aid procedures; they can also make the necessary communications for other needed services.
3. When a situation is deemed life threatening (head, neck, or back injury or cardiac pathology) or serious in nature, one person should immediately activate EMS by the phone. The same person will instruct an assistant to clear the area located closest to the road in which the injured athlete is lying. Someone should wait at the third base line on 23rd St. to flag down and instruct the ambulance where to go. Make sure that the area is clear and the ambulance will have plenty of space.
4. Once the ambulance arrives, EMTs will have complete control of the scene and the situation. If transporting a student-athlete is necessary an athletic trainer or designated person should go to the hospital to provide necessary information.

The Baseball field is located behind Ocoee Middle School off of Parker St. and on 23rd St. Direct ambulance to third base line and make sure the gate is unlocked and opened.

A map showing the area around Ocoee Middle School and Bradley Jr High School. The map includes streets 22nd St NE, 23rd St NE, and Parker St NE. A green pin marks the location of Olympic Field, which is situated between 22nd St NE and 23rd St NE, and between Parker St NE and an unnamed street to the west. The map also shows the locations of Ocoee Middle School and Bradley Jr High School, both marked with school icons.

- On Field Evaluation:** **Certified Athletic Trainer:** Dan; assisted by Athletic Training Student (ATS)
Retrieval of splints, ice bags, etc.
- Call 911** - **Head Coach: Mark Brew**
 - Use athletic trainer's cell phone or office phone in home locker room
 - Location: 2250 Parker Street NE. the southwest corner of 23rd and Parker Street.Ambulance access through double gates by visitor's dugout on 3rd base line
 - Provide pertinent information to dispatcher
- Team Control** - **Assistant Coach: Jorje Saez**
Direct athletes away from injured player
- Crowd Control** - **Campus Safety/Game Day Administrator**
 - Keep crowd off field

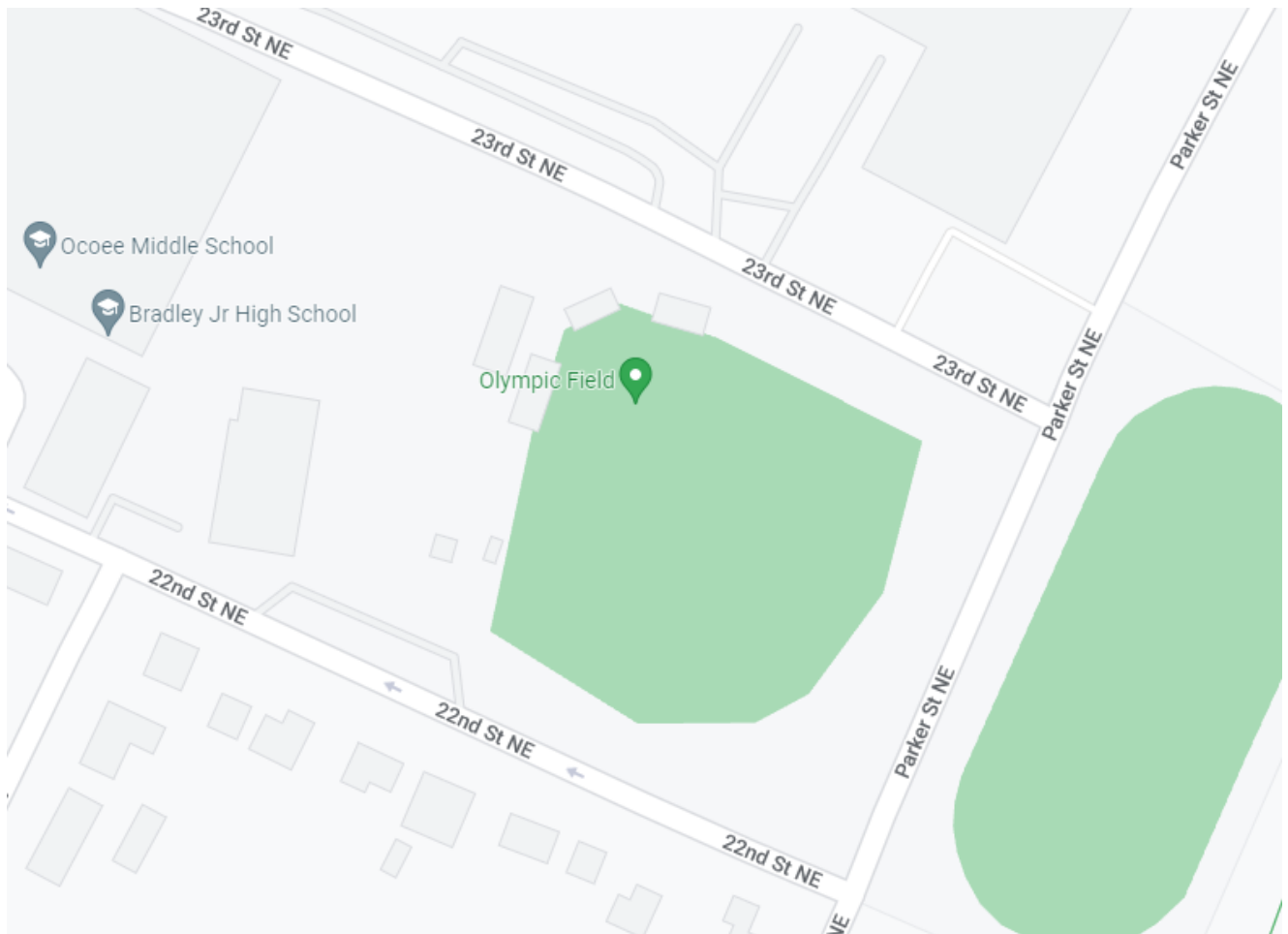
Athletic Director: Keep relatives off field, but aware of situation

5. **Contact Parents** - **AD/Head Coach**
 - In life threatening situation call parents (home numbers in medical kit)
 - In non-life-threatening situation let the athlete call home
6. **Contact Team Physician** - **Supervising Athletic Trainer**
 - DeWayne Knight 423-421-8881
7. **Direct Paramedics** - **Campus Safety/ Game Day Administrator:**

Stand at 23rd St. to flag down EMTs and make sure 3rd base gate is open

8. Hospital GA/ATS and/or Parents
 - Call on duty ATC ASAP with medical status
 - Provide necessary medical insurance information (in medical kit)

If no ambulance is needed: ATS/GA or parent to drive. Call on duty ATC ASAP



EMERGENCY ACTION PLAN

Ray Conn Sports Complex

Initiate 911 first, then dial (423) 303-4444 (Campus Safety) for on-campus emergencies

McKenzie Athletic Training Center 614-8462 or 8462 on-campus or any of the athletic training staff

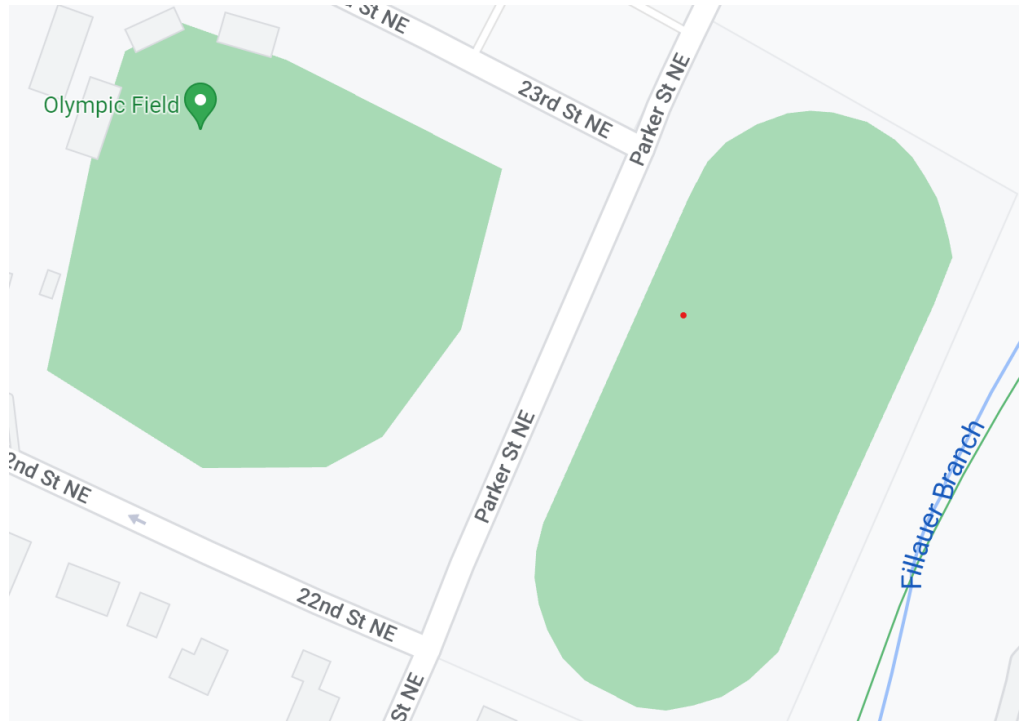
Procedures for Activating Emergency Plan

1. In the event of an injury to a student-athlete, the athletic trainer or certified first-aider should assess the extent of the injury. Always remember do not move athletes until responsiveness and degree of injury are assessed.
2. If a certified first-aider feels the need for assistance they should contact the Certified Athletic Trainer if he/she is not present. The student athletic trainer and first-aider may assist in minor wound bandaging, ice bagging, and simple First Aid procedures; they can also make the necessary communications for other needed services.
3. When a situation is deemed life threatening (head, neck, or back injury or cardiac pathology) or serious in nature, one person should immediately activate EMS by the phone. The same person will instruct an assistant to clear the area located closest to the road in which the injured athlete is lying. Someone should wait roadside at the entrance to the RCSC on Parker Street to flag down and instruct the ambulance where to go. Make sure that the area is clear and the ambulance will have plenty of space.
4. Once the ambulance arrives, EMTs will have complete control of the scene and the situation. If transporting a student-athlete is necessary an athletic trainer or designated person should go to the hospital to provide necessary information.

Directions to RCSC

The Ray Conn Sports Complex is located behind Ocoee Middle School and Lee University Olympic Field off of Parker St. between 22nd and 23rd street. Direct ambulance to the side entrance by the pole vault on the northeast side of the complex.

2250 Parker Street NE
Cleveland, TN 37311



When an EMERGENCY has been declared at the RCSC and an ambulance is needed during an athletic event the following protocol should be followed as closely as possible.

1. **On Field Evaluation:** **Certified Athletic Trainer**

assisted by Athletic Training Student (ATS)
Retrieval of splints, ice bags, etc.

2. **Call 911** **Head Coach**

- Use athletic trainer's cell phone or office phone in home locker room
- Location: 2250 Parker Street NE. The southwest corner of 23rd and Parker Street. Ambulance access through 2 double metal doors at north end of RCC by pole vault
- Provide pertinent information to dispatcher

3. **Team Control** **Assistant Coach**

Direct athletes away from injured player

4. **Crowd Control** **Campus Safety/Gameday Administrator**

Keep crowd off field

Athletic Director: Keep relatives off field, but aware of situation

5. **Contact Parents** **AD/Head Coach**

- In life threatening situation call parents (home numbers in medical kit)
- In non-life-threatening situation let the athlete call home

6. **Contact Team Physician: Supervising Athletic Trainer**

- DeWayne Knight 423-421-8881

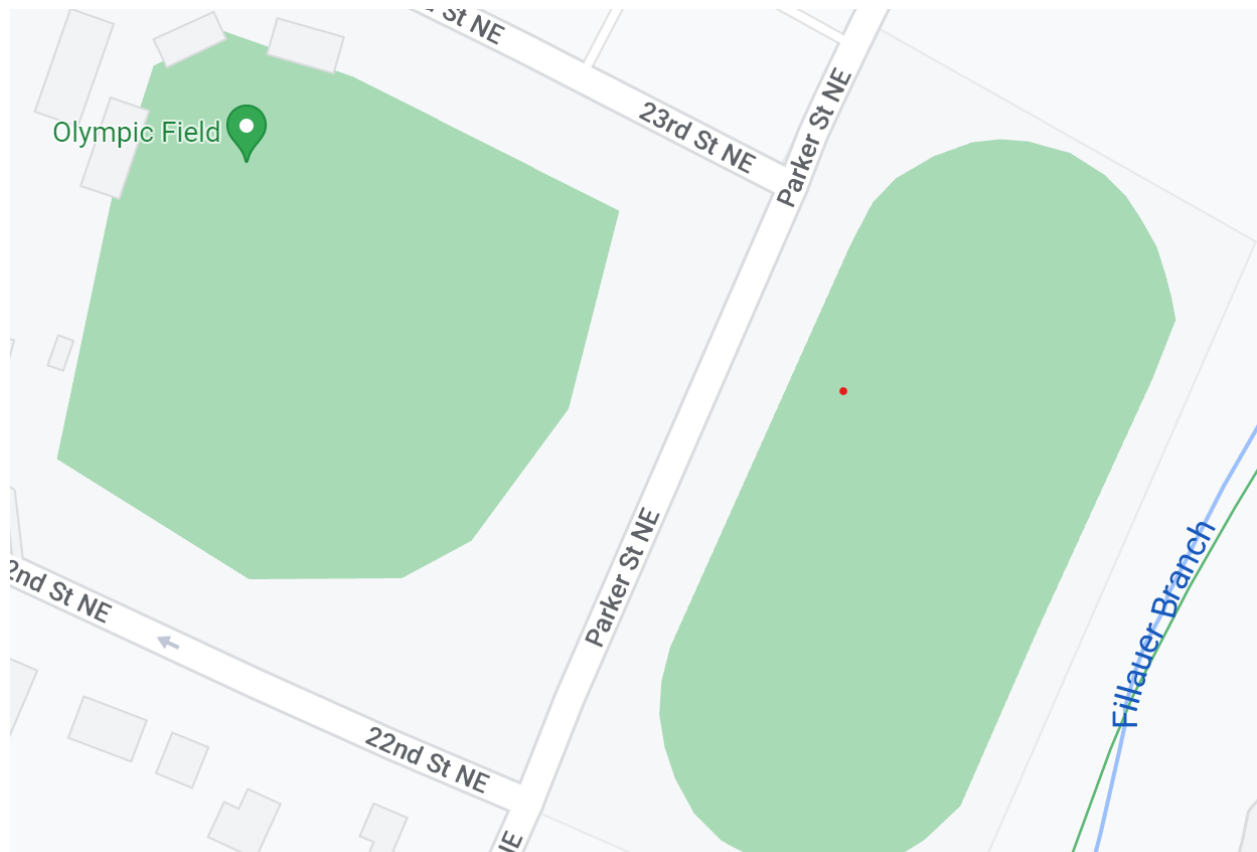
7. **Direct Paramedics** **Campus Safety/ Game-Day Administrator**

Stand at Parker street across from PIE Center entrance at back gates of the RCC

8. **Hospital** **GA/ATS and/or Parents**

- Call on duty ATC ASAP with medical status
- Provide necessary medical insurance information (in medical kit)

If no ambulance is needed: ATS/GA or parent to drive. Call on duty ATC ASAP



EMERGENCY PLAN WHILE TRAVELING

Hotel Emergencies

- In the event of an emergency while at your hotel, please assist student-athlete to the best of your ability in the absence of medical staff. Notify medical staff immediately to assist in emergency if available.
- Inform front desk of your hotel that you have an emergency and you need EMS
- All coaches/certified athletic trainers should have each student-athletes insurance information and emergency information with them during travel.
- If the hospital visit requires the student-athlete to stay longer than the trip was planned, a member of the coaching staff must stay with the student-athlete.
- Call the Certified Athletic Trainer/Head Coach in charge of that team, if not available, to tell them what happened and what is going to be done with the athlete. Also, contact the Director of Athletics (Larry Carpenter) to notify them of the situation. If AD cannot be reached, contact Assistant AD Andrea Hudson, Jessica McIntyre, or Compliance Director Morgan Adams.

Bus Travel Emergencies

- In the event of an accident involving bus transportation of the team, i.e. a wreck. Please assist the student-athletes to the best of your ability as long as it is safe to do so.
- Triage injured student-athletes, dealing with the most serious injuries first.
- Notify EMS through 911 and let them know what happened including types of injuries, how many injured, and what is currently being done for the injured.
- A member of the coaching or medical staff, if possible, must go to the hospital with injured, and stay with athlete until parents or guardians arrive.
- Coaches and medical staff should have each student-athletes insurance information and emergency information with them during travel.
- After EMS has been notified a member of staff should notify the Athletic Director Larry Carpenter immediately to notify him of the situation. The AD can then notify the appropriate people on campus, including media. If AD is unavailable, then the chain of contact will consist of the Assistant AD Andrea Hudson, Jessica McIntyre, or Compliance Director Morgan Adams.