

Emergency Action Plan

Even when proper precautions are taken, emergency situations can and do occur during athletic practice and competition. Immediate action must be taken in order to provide appropriate care to an injured athlete in an emergency or life-threatening situation. The development, implementation, and practice of an emergency action plan can help ensure that prudent care is provided. It is important that all involved know their roles so that the EAP may be properly executed. All EAPs are site-specific, and can be found in Appendix B: Emergency Action Plans.

Prior to any competition, all parties noted in the Messiah University Medical Time-Out will meet to establish roles and responsibilities in case of an emergency. See Medical Time-Out card in Appendix D.

Personnel

One of the responsibilities of athletic trainers is to provide leadership in the healthcare of the student-athlete including the emergency management of injuries/illnesses during intercollegiate athletic participation, under the direction of the Team Physician. Coaches, game managers, and athletic training students are required to be trained and maintain certification in CPR/AED and the prevention of disease transmission (blood borne pathogens). These requirements are in keeping with OSHA standards and guidelines established in the NCAA Sports Medicine Handbook. This training should be completed prior to being assigned to the emergency care team, however, formal training must be conducted for all new personnel within one month of their employment or assignment to the emergency care team. Their role is provide assistance to the AT as part of the emergency medical care in the event of an emergency. Annual review and update of EAPs is conducted with all athletic personnel. This will ensure that each member of the emergency care team is aware of their respective role in the event of an emergency. The following roles are included in the EAP:

1. Establish scene safety and recognition of an emergency situation;
2. Activation of Emergency Medical System (EMS);
3. Activation of Emergency Medical System (EMS);
4. Retrieval of Emergency equipment;
5. Immediate care of the injured/ill athlete(s);
6. Directing EMS to the scene and providing crowd control.

Activation of EMS

EMS should be activated for any suspected life-threatening situation, which includes but is not limited to:

- Difficulty breathing,
- Significant bleeding,
- Shock,
- Heat stroke or other weather-related illness,
- Lack of pulse, very rapid pulse, or slow pulse,
- Severe head/neck injury.

One member of the emergency care team will be directed to utilize the emergency communication device (cellular telephone) to dial 911 to activate EMS. This individual shall be trained in activating EMS. They must be calm, have a full understanding of the emergency, communicate well, and be able to identify the location of the emergency. They also must notify Campus Safety when EMS has been activated (717-691-6005). Once emergency medical personnel arrive, they become the primary care giver, unless the situation calls for the athletic trainer to remain in charge. Emergency medical personnel should be updated on the current situation and any relevant information pertaining to the injured athlete.

Information provided by the person making an emergency phone call:

- Name of person calling,
- Type of emergency situation,
- Age and gender of athlete,

- Type of suspected injury,
- Current assistance being given,
- Location of the athlete/emergency (with site-specific instructions, i.e., “across the covered bridge”).

In the event any of the previous life threatening situations occur, the following individuals will be notified as soon as possible after EMS has been activated:

- Parents or other designated emergency contacts of the athlete,
- Director of Sports Medicine (Messiah University),
- Athletic trainer from other team, if emergency was for an athlete on opposing team,
- Director of Athletics (Messiah University),
- Team Physician.

Emergency Communications

A mobile phone (either athletic trainer, coach, or assistant coach, and other personnel) is on-site at each varsity athletic practice and competition. This allows the athletic trainer and/or coach to have direct contact with EMS and Campus Security in the event of a serious or life-threatening emergency. In the event that an AT is not on-site for a varsity for a varsity athletic practice or competition, the head coach or qualified designee shall have a cell phone on his/her person to make a call to and athletic trainer immediately, if needed.

Immediate Care of the Injured/Ill Student-Athlete

There shall be at least one trained individual at all practices, competition, conditioning, and skill sessions. The minimal training recommended is first aid, CPR, and the prevention of disease transmission (blood borne pathogens). These individuals include the athletic trainer, athletic training students, coaches, and game managers. Appropriate emergency first aid steps must be taken in accordance with the level of certification of each trained member of the emergency care team.

Emergency response will be a 3-pronged approach: critical care (of utmost importance) of the injured/ill individual, critical care support, and scene management:

Person A: **assessment of injured/ill athlete, declares activation of EMS;** typically the AT, unless practice and coach responds first; may hand off to AT.

Person B: **critical support, call Safety/EMS, retrieves equipment or designates;** usually the GDA, unless practice and this might be either head or assistant coach.

Person C: **scene/teams management, designated support role;** a coach (assistant or head), could also be athletics communications during games.

Persons D&E: **additional support roles to ensure smooth EMS arrival/transfer;** could be a student worker (unlocks gates/posts), other assistant coaches, student manager.

Directing EMS to the Scene and Crowd Control

Campus Safety will be notified that EMS had been activated for an on-campus emergency. At this point, Campus Safety will take on the primary role of directing the local rescue squad to the scene of the emergency. However, a member of the emergency care team or any member of the athletic staff may go to the appropriate location to assist Campus Safety in directing EMS to the scene.

During an emergency situation, it is the responsibility of the coaching staff, game officials, and/or security to establish a safety zone where curious onlookers and teammates will not interfere with emergency management procedures. Game officials and security will be notified of their role prior to each competition.

Emergency Equipment and Retrieval of Emergency Equipment

Appropriate emergency equipment must be retrieved from designated area at the athletic venue and brought to the scene by a member of the emergency care team. This role can be fulfilled by any member of the emergency care team; likely a coach or player during practice, and a game day manager during a competition.

Appropriate emergency equipment must be on-hand at all athletic practices and competitive events or at least within less than a three-minute access period. All assigned emergency care personnel should be aware of the function of all emergency equipment.

Emergency supplies and equipment include but are not limited to:

- Automatic External Defibrillator (AED)
- Cervical Collars
- First Aid supplies (i.e., dressing, bandages, tape, sling, elastic wraps, etc.)
- Body substance isolation [BSI] materials (CPR mask, protective gloves, gauze, gown, face shield, bleach, neutralizing solution, and spill kit)
- Vacuum splints
- Sam Splints
- Crutches
- Polar Life Pod (coolers of ice + water) during temperatures >50°F
- Rectal thermometers

At this time, a spine board will not be provided by the host institution. In the event of a cervical or spinal cord injury, C-spine stabilization will be maintained by a trained professional until emergency medical personnel arrive on the scene to begin placing the athlete on a spine board. Training and update on the proper use of above mentioned equipment is conducted annually prior to the beginning of the fall academic year for all emergency care personnel. The equipment is checked prior to practices and competitive event for proper function and availability.

Transportation

Emergency transportation of an injured/ill student athlete is provided via the EMS. A member of the emergency team may provide transportation to the emergency room only if adequate emergency care coverage is maintained at the athletic venue. Each coach will have directions to the nearest hospital emergency room at each practice and competition. Emergency contact information will also be placed in each medical kit and/or given directly to a coach. A medical kit should be present at each practice and competition.

Care for a Spectator:

There can hold the potential for a spectator to sustain an injury or become critically ill during an event on campus. If this situation occurs, it will be the responsibility of the game day administrator to assess the severity of the situation. If the situation is minor in nature (bloody nose or minor wound, minor orthopedic based injury), then the GDA will contact Campus Safety or instruct the individual to a local urgent care facility. The GDA may ask the on-site athletic trainer for some basic first-aid supplies to offer the injured individual.

If the injury or illness is severe in nature, it may be warranted that the GDA needs to ask the AT for assistance to triage the situation. In this instance, the game must be immediately stopped, and the EAP is to be activated and EMS contacted.

Messiah University Emergency Action Plan: Back 40 Practice Soccer Fields

Emergency Personnel: Athletic training personnel on site for most practices and home, in-season competitions. Athletic trainers will be in the athletic training room and/or be reached on their mobile devices. If athletic trainers are not present, the coach will take the role of emergency personnel.

Emergency Communication: Mobile devices of the athletic trainer, or of a coach (head or assistant) will be used for emergency communication.

Emergency Equipment: Supplies (CPR equipment, AED, vital signs instruments) are typically with the athletic trainer at the field, and other necessary emergency supplies are maintained in the Athletic Training Room in Eisenhower Campus Center basement.

Roles of First Responders:

1. Immediate care of the injured or ill individual.
2. Emergency equipment retrieval.
3. Activate emergency medical services (EMS).
 - a. Call 9-1-1
 - i. Be sure to inform dispatch for 9-1-1 that Messiah is in Cumberland County.
 - ii. Give name and title
 - iii. Address/building
 - iv. Give mobile number of phone being used
 - v. Number of individuals injured/ill
 - vi. Condition of injured/ill individual(s) and suspected problem: if there is cardiac/pulmonary arrest, CLEARLY STATE THE URGENCY OF THE SITUATION
 - vii. First aid treatment provided
 - viii. Specific directions to building
 - ix. Any other information requested by dispatch
 - b. Contact Campus Safety Dispatch (717) 691-6005.
4. Direction of EMS to scene
 - a. Designate an individual to meet EMS at the entrance of Sollenberger Sports Complex.
 - b. Direct EMS to location of scene. This could be the role of a different individual from step 1.
5. Notify appropriate individuals, and document everything and provide to athletic trainers.

Venue Directions: To get to Messiah from highway 15: travel east on West Lisburn Road exit; at the roundabout, turn south/right on Grantham Road; right at the stop sign and travel southwest on University Ave to Creekside Drive. The practice soccer fields are located across the covered bridge on campus (along Creekside Drive). Once across the bridge, take an immediate left to drive along the dirt road and up the hill to the tennis courts, then turn left to the end of the road. **Alternative directions:** After turning onto West Lisburn Road, take a left to drive south on Mill Road, across the Yellow Breeches Creek, and the road turns into N Grantham Road; travel ~.5 mile and park in the handicap parking lot next to the lacrosse field.

Safe Building: The Falcon Hut for players, coaches, and personnel. The Sawyer Pavillion and Falcon Hut are safe locations for spectators, players, coaches, officials, and personnel during games. If there are more than 1 event/team practicing or playing at a time, team(s) must go to either of the buildings across the bridge.

Messiah University Emergency Action Plan: Lacrosse Turf

Emergency Personnel: Athletic training personnel on site for most practices and home, in-season competitions. Athletic trainers will be in the athletic training room and/or be reached on their mobile devices. If athletic trainers are not present, the coach will take the role of emergency personnel.

Emergency Communication: Mobile devices of the athletic trainer, or of a coach (head or assistant) will be used for emergency communication.

Emergency Equipment: Supplies (CPR equipment, AED, vital signs instruments) are typically with the athletic trainer at the field, and other necessary emergency supplies are maintained in the Athletic Training Room in Eisenhower Campus Center basement.

Roles of First Responders:

6. Immediate care of the injured or ill individual.
7. Emergency equipment retrieval.
8. Activate emergency medical services (EMS).
 - a. Call 9-1-1
 - i. Be sure to inform dispatch for 9-1-1 that Messiah is in Cumberland County.
 - ii. Give name and title
 - iii. Address/building
 - iv. Give mobile number of phone being used
 - v. Number of individuals injured/ill
 - vi. Condition of injured/ill individual(s) and suspected problem: if there is cardiac/pulmonary arrest, CLEARLY STATE THE URGENCY OF THE SITUATION
 - vii. First aid treatment provided
 - viii. Specific directions to building
 - ix. Any other information requested by dispatch
 - b. Contact Campus Safety Dispatch (717) 691-6005.
9. Direction of EMS to scene
 - a. Designate an individual to meet EMS at the entrance of Sollenberger Sports Complex.
 - b. Direct EMS to location of scene. This could be the role of a different individual from step 1.
10. Notify appropriate individuals, and document everything and provide to athletic trainers.

Venue Directions: After turning onto West Lisburn Road, take a left to drive south on Mill Road, across the Yellow Breeches Creek, and the road turns into N Grantham Road; travel ~.5 mile and park in the handicap parking lot next to the lacrosse field. **Alternative directions:** To get to Messiah from highway 15: travel east on West Lisburn Road exit; at the roundabout, turn south/right on Grantham Road; right at the stop sign and travel southwest on University Ave to Creekside Drive. The practice soccer fields are located across the covered bridge on campus (along Creekside Drive). Once across the bridge, take an immediate left to drive along the dirt road and up the hill to the tennis courts, then turn left to the end of the road.

Safe Building: The Sawyer Pavillion for players, coaches, and personnel. The Falcon Hut, as well as the High Center for Performing Arts Climenhaga Building are safe locations for spectators, players, coaches, officials, and personnel during games. If there are more than 1 event/team practicing or playing at a time, team(s) must go to either of the buildings across the bridge.



MESSIAH
SPORTS MEDICINE

Messiah University Emergency Action Plan: Anderson Field and Criste Courts

Emergency Personnel: Athletic training personnel on site for most practices and home, in-season competitions. Athletic trainers will be in the athletic training room and/or be reached on their mobile devices. If athletic trainers are not present, the coach will take the role of emergency personnel.

Emergency Communication: Mobile devices of the athletic trainer, or of a coach (head or assistant) will be used for emergency communication.

Emergency Equipment: Supplies (CPR equipment, AED, vital signs instruments) are typically with the athletic trainer at the field, and other necessary emergency supplies are maintained in the Athletic Training Room in Eisenhower Campus Center basement.

Roles of First Responders:

11. Immediate care of the injured or ill individual.
12. Emergency equipment retrieval.
13. Activate emergency medical services (EMS).
 - a. Call 9-1-1
 - i. Be sure to inform dispatch for 9-1-1 that Messiah is in Cumberland County.
 - ii. Give name and title
 - iii. Address/building
 - iv. Give mobile number of phone being used
 - v. Number of individuals injured/ill
 - vi. Condition of injured/ill individual(s) and suspected problem: if there is cardiac/pulmonary arrest, CLEARLY STATE THE URGENCY OF THE SITUATION
 - vii. First aid treatment provided
 - viii. Specific directions to building
 - ix. Any other information requested by dispatch
 - b. Contact Campus Safety Dispatch (717) 691-6005.
14. Direction of EMS to scene
 - a. Designate an individual to meet EMS at the entrance of Sollenberger Sports Complex.
 - b. Direct EMS to location of scene. This could be the role of a different individual from step 1.
15. Notify appropriate individuals, and document everything and provide to athletic trainers.

Venue Directions: To get to Messiah from highway 15: travel east on West Lisburn Road exit; at the roundabout, turn south/right on Grantham Road; right at the stop sign and travel southwest on University Ave to Creekside Drive. The practice soccer fields are located across the covered bridge on campus (along Creekside Drive). Once across the bridge, take an immediate left to drive along the dirt road and up the hill to the tennis courts, then turn right to the end of the road.

Safe Building: The Sawyer Pavillion for players, coaches, and personnel. The Falcon Hut, as well as the High Center for Performing Arts Climenhaga Building are safe locations for spectators, players, coaches, officials, and personnel during games. If there are more than 1 event/team practicing or playing at a time, team(s) must go to either of the buildings across the bridge.

Messiah University Emergency Action Plan: Starry Baseball Field

Emergency Personnel: Athletic training personnel on site for most practices and home, in-season competitions. Athletic trainers will be in the athletic training room and/or be reached on their mobile devices. If athletic trainers are not present, the coach will take the role of emergency personnel.

Emergency Communication: Mobile devices of the athletic trainer, or of a coach (head or assistant) will be used for emergency communication.

Emergency Equipment: Supplies (CPR equipment, AED, vital signs instruments) are typically with the athletic trainer at the field, and other necessary emergency supplies are maintained in the Athletic Training Room in Eisenhower Campus Center basement.

Roles of First Responders:

16. Immediate care of the injured or ill individual.
17. Emergency equipment retrieval.
18. Activate emergency medical services (EMS).
 - a. Call 9-1-1
 - i. Be sure to inform dispatch for 9-1-1 that Messiah is in Cumberland County.
 - ii. Give name and title
 - iii. Address/building
 - iv. Give mobile number of phone being used
 - v. Number of individuals injured/ill
 - vi. Condition of injured/ill individual(s) and suspected problem: if there is cardiac/pulmonary arrest, CLEARLY STATE THE URGENCY OF THE SITUATION
 - vii. First aid treatment provided
 - viii. Specific directions to building
 - ix. Any other information requested by dispatch
 - b. Contact Campus Safety Dispatch (717) 691-6005.
19. Direction of EMS to scene
 - a. Designate an individual to meet EMS at the entrance of Sollenberger Sports Complex.
 - b. Direct EMS to location of scene. This could be the role of a different individual from step 1.
20. Notify appropriate individuals, and document everything and provide to athletic trainers.

Venue Directions: To get to Messiah from highway 15: travel east on West Lisburn Road exit; at the roundabout, turn south/right on Grantham Road; right at the stop sign and travel southwest on University Ave to Creekside Drive. The practice soccer fields are located across the covered bridge on campus (along Creekside Drive). Once across the bridge, continue straight through the parking lot. The baseball field will be located on the right side of the parking lot.

Safe Building: The Falcon Hut for players, coaches, and personnel. The High Center for Worship and Performing Arts, as well as the Climenhaga Building are safe locations for spectators, players, coaches, officials, and personnel during games. If there are more than 1 event/team practicing or playing at a time, team(s) must go to either of the buildings across the bridge.

Messiah University

Emergency Action Plan: Starry Softball Field

Emergency Personnel: Athletic training personnel on site for most practices and home, in-season competitions. Athletic trainers will be in the athletic training room and/or be reached on their mobile devices. If athletic trainers are not present, the coach will take the role of emergency personnel.

Emergency Communication: Mobile devices of the athletic trainer, or of a coach (head or assistant) will be used for emergency communication.

Emergency Equipment: Supplies (CPR equipment, AED, vital signs instruments) are typically with the athletic trainer at the field, and other necessary emergency supplies are maintained in the Athletic Training Room in Eisenhower Campus Center basement.

Roles of First Responders:

21. Immediate care of the injured or ill individual.
22. Emergency equipment retrieval.
23. Activate emergency medical services (EMS).
 - a. Call 9-1-1
 - i. Be sure to inform dispatch for 9-1-1 that Messiah is in Cumberland County.
 - ii. Give name and title
 - iii. Address/building
 - iv. Give mobile number of phone being used
 - v. Number of individuals injured/ill
 - vi. Condition of injured/ill individual(s) and suspected problem: if there is cardiac/pulmonary arrest, CLEARLY STATE THE URGENCY OF THE SITUATION
 - vii. First aid treatment provided
 - viii. Specific directions to building
 - ix. Any other information requested by dispatch
 - b. Contact Campus Safety Dispatch (717) 691-6005.
24. Direction of EMS to scene
 - a. Designate an individual to meet EMS at the entrance of Sollenberger Sports Complex.
 - b. Direct EMS to location of scene. This could be the role of a different individual from step 1.
25. Notify appropriate individuals, and document everything and provide to athletic trainers.

Venue Directions: To get to Messiah from highway 15: travel east on West Lisburn Road exit; at the roundabout, turn south/right on Grantham Road; right at the stop sign and travel southwest on University Ave to Creekside Drive. The practice soccer fields are located across the covered bridge on campus (along Creekside Drive). Once across the bridge, continue through the parking lot and the softball field will be located on the left side.

Safe Building: The Falcon Hut for players, coaches, and personnel. The High Center for Worship and Performing Arts, as well as the Climenhaga Building are safe locations for spectators, players, coaches, officials, and personnel during games. If there are more than 1 event/team practicing or playing at a time, team(s) must go to either of the buildings across the bridge.

Messiah University Emergency Action Plan: Shoemaker Field, Starry Track & Field

Emergency Personnel: Athletic training personnel on site for most practices and home, in-season competitions. Athletic trainers will be in the athletic training room and/or be reached on their mobile devices. If athletic trainers are not present, the coach will take the role of emergency personnel.

Emergency Communication: Mobile devices of the athletic trainer, or of a coach (head or assistant) will be used for emergency communication.

Emergency Equipment: Supplies (CPR equipment, AED, vital signs instruments) are typically with the athletic trainer at the field, and other necessary emergency supplies are maintained in the Athletic Training Room in Eisenhower Campus Center basement.

Roles of First Responders:

26. Immediate care of the injured or ill individual.
27. Emergency equipment retrieval.
28. Activate emergency medical services (EMS).
 - a. Call 9-1-1
 - i. Be sure to inform dispatch for 9-1-1 that Messiah is in Cumberland County.
 - ii. Give name and title
 - iii. Address/building
 - iv. Give mobile number of phone being used
 - v. Number of individuals injured/ill
 - vi. Condition of injured/ill individual(s) and suspected problem: if there is cardiac/pulmonary arrest, CLEARLY STATE THE URGENCY OF THE SITUATION
 - vii. First aid treatment provided
 - viii. Specific directions to building
 - ix. Any other information requested by dispatch
 - b. Contact Campus Safety Dispatch (717) 691-6005.
29. Direction of EMS to scene
 - a. Designate an individual to meet EMS at the entrance of Sollenberger Sports Complex.
 - b. Direct EMS to location of scene. This could be the role of a different individual from step 1.
30. Notify appropriate individuals, and document everything and provide to athletic trainers.

Venue Directions: To get to Messiah from highway 15: travel east on West Lisburn Road exit; at the roundabout, turn south/right on Grantham Road; right at the stop sign and travel southwest on University Ave to Creekside Drive. The practice soccer fields are located across the covered bridge on campus (along Creekside Drive). Once across the bridge, continue straight through the parking lot. Turn left between the softball field and Shoemaker field and take a sharp right up the hill to Shoemaker field. **Alternative directions:** After turning onto West Lisburn Road, take a left to drive south on Mill Road, across the Yellow Breeches Creek, and the road turns into N Grantham Road; travel ~.5 mile and drive into the parking lot above the lacrosse field where someone will be there to guide ambulance to the backside of Shoemaker field.

Safe Building: The Falcon Hut and Sawyer Pavillion for players, coaches, and personnel. The High Center for Worship and Performing Arts, as well as the Climenhaga Building are safe locations for spectators, players, coaches, officials, and personnel during games.

Messiah University Emergency Action Plan:

Sollenberger Sports Complex

Hitchcock Arena, Brubaker Gymnasium, Sawyer Gymnasium, Wrestling Room, Fredrickson Natatorium

Emergency Personnel: Athletic training personnel on site for most practices and home, in-season competitions. Athletic trainers will be in the athletic training room and/or be reached on their mobile devices. If athletic trainers are not present, the coach will take the role of emergency personnel.

Emergency Communication: Mobile devices of the athletic trainer, or of a coach (head or assistant) will be used for emergency communication.

Emergency Equipment: Supplies (CPR equipment, AED, vital signs instruments) are typically with the athletic trainer at the field, and other necessary emergency supplies are maintained in the Athletic Training Room in Eisenhower Campus Center basement.

Roles of First Responders:

31. Immediate care of the injured or ill individual.
32. Emergency equipment retrieval.
33. Activate emergency medical services (EMS).
 - a. Call 9-1-1
 - i. Be sure to inform dispatch for 9-1-1 that Messiah is in Cumberland County.
 - ii. Give name and title
 - iii. Address/building
 - iv. Give mobile number of phone being used
 - v. Number of individuals injured/ill
 - vi. Condition of injured/ill individual(s) and suspected problem: if there is cardiac/pulmonary arrest, CLEARLY STATE THE URGENCY OF THE SITUATION
 - vii. First aid treatment provided
 - viii. Specific directions to building
 - ix. Any other information requested by dispatch
 - b. Contact Campus Safety Dispatch (717) 691-6005.
34. Direction of EMS to scene
 - a. Designate an individual to meet EMS at the entrance of Sollenberger Sports Complex.
 - b. Direct EMS to location of scene. This could be the role of a different individual from step 1.
35. Notify appropriate individuals, and document everything and provide to athletic trainers.

Venue Directions: To get to Messiah from highway 15: travel east on West Lisburn Road exit; at the roundabout, turn south/right on Grantham Road; right at the stop sign and travel southwest on One University Ave. Turn left into the parking lot of Sollenberger Sports Complex where someone will be there to guide EMS to location of injured individual.

Safe Building: All athletes, coaches, game day personnel, and spectators should remain in Sollenberger Sports Complex if inclement weather is occurring.