

Quincy Senior High School Emergency Action Plan

• Facilities

- Facility: High School Gymnasium
Address: 3322 Maine
- Facility: Flinn Stadium
Address: 4400 Maine
- Facility: Baldwin Gymnasium
Address: 3000 Maine
- Facility: Baseball/Softball Fields
Address: 3322 Maine
- Facility: Soccer Practice Fields
Address: 3322 Maine

• Athletic Director- Bill Sanders

- Phone number- (217) 316-6170 cell
- Email- sanderwi@qps.org

1. Does school have an emergency action plan in place? (x) yes no
2. Does school have an inclement weather plan in place? (x) yes no
3. Does school have an AED? (x) yes no

Sport Checklist for EAP included:

- | | | | |
|------------------|-------------------------------------|-------------|-------------------------------------|
| Football | (x) yes <input type="checkbox"/> no | Softball | (x) yes <input type="checkbox"/> no |
| Volleyball | (x) yes <input type="checkbox"/> no | Baseball | (x) yes <input type="checkbox"/> no |
| Soccer | (x) yes <input type="checkbox"/> no | Girls Track | (x) yes <input type="checkbox"/> no |
| Cross Country | (x) yes <input type="checkbox"/> no | Boys Track | (x) yes <input type="checkbox"/> no |
| Boys Basketball | (x) yes <input type="checkbox"/> no | Tennis | (x) yes <input type="checkbox"/> no |
| Girls Basketball | (x) yes <input type="checkbox"/> no | Golf | (x) yes <input type="checkbox"/> no |
| Wrestling | (x) yes <input type="checkbox"/> no | | |

Emergency Action Plan: Quincy Senior High School Cross Country (2009-2010)

Emergency Personnel:	A certified athletic trainer will be on site for every home game.
Emergency Communication:	Each ATC will be equipped with a cellular phone. ATC cell # 217-653-1149
Emergency Equipment:	AED is located in Flinn Stadium next to the west side concession stand. Spine board will be provided by EMS.
Roles of First Responders:	<ol style="list-style-type: none"> 1. Immediate care of athlete – ATC 2. Emergency equipment retrieval Bill Sanders 3. Activation of emergency medical system- ATC or Assistant Coach -provide name, address, telephone number, number of individuals injured, condition of injured, first aid treatment initiated, specific directions, other info as needed. Make sure to let 911 know severity of injury, as they will send Air Evac in route based on severity criteria and remoteness of location. 4. Direction of EMS to scene- Assistant Coach 5. Scene control- limit scene to first aid providers and move bystanders away from the scene- Bill Sanders or Assistant Coach
Access to Site: Practice Facility: Name of field1: Quincy High School Address: 3322 Maine Name of field 2: Flinn East Field Address 4400 Maine Home Facility: Name of field Flinn Memorial Stadium Address 4400 Maine	
Directions:	Practice: Turn into upper parking lot of the high school off of Maine St. or turn into parking lot of Flinn Stadium. Game: Turn into Flinn parking lot off of Maine St.
	Athletes will be taken to Blessing Hospital medical facility.

Important Phone Numbers	
Ambulance	911
Athletic Trainer- Gary Hackmann	217-653-1149
Head Coach- Kerry Anders	217-653-0059
Assistant Coach- Darrin Bishop	217-316-1185
Athletic Director- Bill Sanders	217-316-6170

Emergency Action Plan: Quincy Senior High School Swimming (2009-2010)

Emergency Personnel:	A certified athletic trainer will NOT be on site for home events.
Emergency Communication:	Each ATC will be equipped with a cellular phone. ATC cell # 217-653-1149 or 217-430-3317
Emergency Equipment:	AED is located in Flinn Stadium next to the west side concession stand. Spine board will be provided by EMS.
Roles of First Responders:	<ol style="list-style-type: none"> 5. Immediate care of athlete – Head Coach 6. Emergency equipment retrieval – Bill Sanders 7. Activation of emergency medical system- person directed by Coach -provide name, address, telephone number, number of individuals injured, condition of injured, first aid treatment initiated, specific directions, other info as needed. Make sure to let 911 know severity of injury, as they will send Air Evac in route based on severity criteria and remoteness of location. 8. Direction of EMS to scene- Sheridan Staff 5. Scene control- limit scene to first aid providers and move bystanders away from the scene- Bill Sanders or Assistant Coach
Access to Site: Home/Practice Facility: Name of field: Sheridan Swim Club Address: 3915 S. 24 th St. Phone: 217-224-1051	
Directions:	Facility: Heading south on 24 th st. turn left at the Sheridan Club sign. Athletes will be taken to Blessing Hospital medical facility.

Important Phone Numbers

Ambulance	911
Athletic Trainer- Gary Hackmann/Megan Brown	217-653-1149, 217-430-3317
Head Coach- Brad Hultz	217-316-1108
Athletic Director- Bill Sanders	217-316-6170

Emergency Action Plan: Quincy Senior High School Golf (2009-2010)

Emergency Personnel:	A certified athletic trainer will NOT be on site for home events.
Emergency Communication:	Each ATC will be equipped with a cellular phone. ATC cell # 217-653-1149
Emergency Equipment:	AED will not be on the premises.
Roles of First Responders:	<p>9. Immediate care of athlete – Head Coach</p> <p>10. Emergency equipment retrieval – Bill Sanders</p> <p>11. Activation of emergency medical system- person directed by Coach -provide name, address, telephone number, number of individuals injured, condition of injured, first aid treatment initiated, specific directions, other info as needed. Make sure to let 911 know severity of injury, as they will send Air Evac in route based on severity criteria and remoteness of location.</p> <p>12. Direction of EMS to scene- Westview Staff</p> <p>5. Scene control- limit scene to first aid providers and move bystanders away from the scene- Bill Sanders or Assistant Coach</p>
<p>Access to Site: Home/Practice Facility: Westview Golf Course Address: 2150 S. 36th St. Phone: 217-223-7499</p>	
Directions:	<p>Facility: Heading south on 36th st. turn left at the Westview Course sign.</p> <p>Athletes will be taken to Blessing Hospital medical facility.</p>

Important Phone Numbers

Ambulance	911
Athletic Trainer- Gary Hackmann/Megan Brown	217-653-1149, 217-430-3317
Boys Head Coach- Doug Bruner	217-430-0810
Girls Head Coach- Katrina Kroeger	217-653-4199
Athletic Director- Bill Sanders	217-316-6170

Emergency Action Plan: Quincy Senior High School Boys Soccer (2009-2010)

Emergency Personnel:	A certified athletic trainer will be on site for every home game.
Emergency Communication:	Each ATC will be equipped with a cellular phone. ATC cell # 217-653-1149
Emergency Equipment:	AED is located on the wall next to the west concession stand. Spine board will be provided by EMS.
Roles of First Responders: Access to Site: Address of Practice Facility: Name of field: Baldwin Practice Fields Address 3322 Maine Home Facility: Name of field: Flinn Memorial Stadium Address 4400 Maine	13. Immediate care of athlete ATC 14. Emergency equipment retrieval – Bill Sanders 15. Activation of emergency medical system- Assistant Coach -provide name, address, telephone number, number of individuals injured, condition of injured, first aid treatment initiated, specific directions, other info as needed. Make sure to let 911 know severity of injury, as they will send Air Evac in route based on severity criteria and remoteness of location. 16. Direction of EMS to scene- Assistant Coach 5. Scene control- limit scene to first aid providers and move bystanders away from the scene- Bill Sanders, Matt Longo
Directions:	Practice: Turn into lower parking lot of the high school off of Maine St. Game: Turn into Flinn parking lot off of Maine St. Athletes will be taken to Blessing Hospital medical facility.

Important Phone Numbers

Ambulance	911
Athletic Trainer- Gary Hackmann	217-653-1149
Head Coach- Matt Longo	217-653-0404
Assistant Coach Travis Dinkheller	217-316-9663
Athletic Director- Bill Sanders	217-316-6170

Emergency Action Plan: Quincy Senior High School Girls Soccer (2009-2010)

Emergency Personnel:	A certified athletic trainer will be on site for every home game.
Emergency Communication:	Each ATC will be equipped with a cellular phone. ATC cell # 217-430-3317
Emergency Equipment:	AED is located on the wall next to the west concession stand. Spine board will be provided by EMS.
Roles of First Responders: Access to Site: Address of Practice Facility: Name of field: Baldwin Practice Fields Address 3322 Maine Home Facility: Name of field: Flynn Memorial Stadium Address 4400 Maine	<ul style="list-style-type: none"> 17. Immediate care of athlete - ATC 18. Emergency equipment retrieval - Bill Sanders 19. Activation of emergency medical system- Assistant Coach -provide name, address, telephone number, number of individuals injured, condition of injured, first aid treatment initiated, specific directions, other info as needed. Make sure to let 911 know severity of injury, as they will send Air Evac in route based on severity criteria and remoteness of location. 20. Direction of EMS to scene- Assistant Coach 5. Scene control- limit scene to first aid providers and move bystanders away from the scene- Bill Sanders, Travis Dinkheller
Directions:	Practice: Turn into lower parking lot of the high school off of Maine St. Game: Turn into Flynn parking lot off of Maine St.
	Athletes will be taken to Blessing Hospital medical facility.

Important Phone Numbers

Ambulance	911
Athletic Trainer- Megan Brown	217-430-3317
Head Coach- Travis Dinkheller	217-316-9663
Assistant Coach- Matt Longo	217-653-0404
Athletic Director- Bill Sanders	217-316-6170

Emergency Action Plan: Quincy Senior High School Track & Field (2009-2010)

Emergency Personnel:	A certified athletic trainer will be on site for every home event.
Emergency Communication:	Each ATC will be equipped with a cellular phone. ATC cell # 217-653-1149
Emergency Equipment:	AED is located on the wall next to the west concession stand. Spine board will be provided by EMS.
Roles of First Responders: Access to Site: Address of Practice Facility: Quincy High School or Flinn Memorial Stadium Address 3322 Maine or 4400 Maine Home Facility: Name of field Flinn Memorial Stadium Address 4400 Maine	21. Immediate care of athletic – ATC 22. Emergency equipment retrieval – Assistant Coach 23. Activation of emergency medical system- ATC or Kerry Anders -provide name, address, telephone number, number of individuals injured, condition of injured, first aid treatment initiated, specific directions, other info as needed. Make sure to let 911 know severity of injury, as they will send Air Evac in route based on severity criteria and remoteness of location. 24. Direction of EMS to scene- Kerry Anders 5. Scene control- limit scene to first aid providers and move bystanders away from the scene- Bill Sanders.
Directions:	Practice: Turn into upper parking lot of the high school off of Maine St. Game/Practice: Turn into Flinn parking lot off of Maine St. Athletes will be taken to Blessing Hospital medical facility.

Important Phone Numbers

Ambulance	911
Athletic Trainer- Gary Hackmann	217-653-1149
Head Coach- Kerry Anders	217-653-0059
Assistant Coach Kris Klingele	217-257-5496
Athletic Director- Bill Sanders	217-316-6170

Emergency Action Plan: Quincy Senior High School Boys Wrestling (2009-2010)

Emergency Personnel:	A certified athletic trainer will be on site for every home game.
Emergency Communication:	Each ATC will be equipped with a cellular phone. ATC cell # 217-653-1149
Emergency Equipment:	AED is located on the wall next to athletics office. Spine board will be provided by EMS.
Roles of First Responders:	<ul style="list-style-type: none"> 25. Immediate care of athlete – ATC 26. Emergency equipment retrieval – Bill Sanders 27. Activation of emergency medical system- Assistant Coach
Access to Site: Address of Practice/Home Facility: Name of field: Wrestling Room/QHS Gymnasium Address 3322 Mainc	<ul style="list-style-type: none"> 28. Direction of EMS to scene- Assistant Coach 5. Scene control- limit scene to first aid providers and move bystanders away from the scene- Assistant Coach
Directions:	Turn parking lot of the high school off of Maine St. and go to the doors on East side.
	Athletes will be taken to Blessing Hospital medical facility.

Important Phone Numbers

Ambulance	911
Athletic Trainer- Gary Hackmann	217-653-1149
Head Coach- Phil Neally	217-242-9943
Assistant Coach- Sam Smith	217-653-7555
Athletic Director- Bill Sanders	217-316-6170

Emergency Action Plan: Quincy Senior High School Girls Basketball (2009-2010)

Emergency Personnel:	A certified athletic trainer will be on site for every home game.
Emergency Communication:	Each ATC will be equipped with a cellular phone. ATC cell # 217-430-3317
Emergency Equipment:	AED is located on the wall next to athletics office. Spine board will be provided by EMS.
Roles of First Responders: Access to Site: Address of Practice/Home Facility: Name of field: QHS Gymnasium Address 3322 Main	29. Immediate care of athlete – ATC 30. Emergency equipment retrieval – Assistant Coach 31. Activation of emergency medical system- Head or Assistant Coach -provide name, address, telephone number, number of individuals injured, condition of injured, first aid treatment initiated, specific directions, other info as needed. Make sure to let 911 know severity of injury, as they will send Air Evac in route based on severity criteria and remoteness of location. 32. Direction of EMS to scene- Assistant Coach 5. Scene control- limit scene to first aid providers and move bystanders away from the scene- Bill Sanders
Directions:	Turn parking lot of the high school off of Maine St. and go to the doors on East side.
	Athletes will be taken to Blessing Hospital medical facility.

Important Phone Numbers

Ambulance	911
Athletic Trainer- Megan Brown	217-430-3317
Head Coach- Sandy Devoc	217-257-9509
Assistant Coach- Kerry Anders	217-653-0059
Athletic Director- Bill Sanders	217-316-6170

Emergency Action Plan: Quincy Senior High School Volleyball (2009-2010)

Emergency Personnel:	A certified athletic trainer will be on site for every home game.
Emergency Communication:	Each ATC will be equipped with a cellular phone. ATC cell # 217-430-3317
Emergency Equipment:	AED is located on the wall next to athletics office. Spine board will be provided by EMS.
Roles of First Responders: Access to Site: Address of Practice/Home Facility: Name of field: QHS Gymnasium Address 3322 Maine	33. Immediate care of athlete – ATC 34. Emergency equipment retrieval Assistant Coach 35. Activation of emergency medical system- Head or Assistant Coach -provide name, address, telephone number, number of individuals injured, condition of injured, first aid treatment initiated, specific directions, other info as needed. Make sure to let 911 know severity of injury, as they will send Air Evac in route based on severity criteria and remoteness of location. 36. Direction of EMS to scene- Assistant Coach 5. Scene control- limit scene to first aid providers and move bystanders away from the scene- Bill Sanders
Directions:	Turn parking lot of the high school off of Maine St. and go to the doors on East side.
	Athletes will be taken to Blessing Hospital medical facility.

Important Phone Numbers	
Ambulance	911
Athletic Trainer- Megan Brown	217-430-3317
Head Coach- Barb Crist	217-257-3138
Assistant Coach- Mike Crist	217-257-3138
Athletic Director- Bill Sanders	217-316-6170

Emergency Action Plan: Quincy Senior High School Baseball (2009-2010)

Emergency Personnel:	A certified athletic trainer will be on site for every home game.
Emergency Communication:	Each ATC will be equipped with a cellular phone. ATC cell # 217-653-1149
Emergency Equipment:	AED is located in the concession stand during game and next to A.D.'s office for practice. Spine board will be provided by EMS.
Roles of First Responders: Access to Site: Address of Practice Facility: Name of field: QHS Baseball Field Address 3322 Maine Home Facility: Name of field QHS Baseball Field Address 3322 Maine	37. Immediate care of athlete – ATC 38. Emergency equipment retrieval – Randy Mettemeyer 39. Activation of emergency medical system- Assistant Coach -provide name, address, telephone number, number of individuals injured, condition of injured, first aid treatment initiated, specific directions, other info as needed. Make sure to let 911 know severity of injury, as they will send Air Evac in route based on severity criteria and remoteness of location. 40. Direction of EMS to scene- Assistant Coach 5. Scene control- limit scene to first aid providers and move bystanders away from the scene- Bill Sanders.
Directions:	Practice/Game: Turn into Tangerine Bowl parking lot and go to the far back side of parking lot and through the gate.
	Athletes will be taken to Blessing Hospital medical facility.

Important Phone Numbers

Ambulance	911
Athletic Trainer- Gary Hackmann	217-653-1149
Head Coach- Randy Mettemeyer	217-224-4467
Assistant Coach- Dana Stafford	217-257-6295
Athletic Director- Bill Sanders	217-316-6170

Emergency Action Plan: Quincy Senior High School Softball (2009-2010)

Emergency Personnel:	A certified athletic trainer will be on site for every home game.
Emergency Communication:	Each ATC will be equipped with a cellular phone. ATC cell # 217-430-3317
Emergency Equipment:	AED is located in the concession stand during game and next to A.D.'s office for practice. Spine board will be provided by EMS.
Roles of First Responders: Access to Site: Address of Practice Facility: Name of field: QHS Softball Field Address 3322 Maine Home Facility: Name of field QHS Softball Field Address 3322 Maine	<ol style="list-style-type: none"> 41. Immediate care of athlete – ATC 42. Emergency equipment retrieval – Assistant Coach 43. Activation of emergency medical system- Head Coach or Assistant Coach -provide name, address, telephone number, number of individuals injured, condition of injured, first aid treatment initiated, specific directions, other info as needed. Make sure to let 911 know severity of injury, as they will send Air Evac in route based on severity criteria and remoteness of location. 44. Direction of EMS to scene- Assistant Coach 5. Scene control- limit scene to first aid providers and move bystanders away from the scene- Bill Sanders.
Directions:	Practice/Game: Turn into Tangerine Bowl parking lot and go to the far back side of parking lot and through the gate.
	Athletes will be taken to Blessing Hospital medical facility.

Important Phone Numbers

Ambulance	911
Athletic Trainer- Megan Brown	217-430-3317
Head Coach- Brad Bergman	217-653-1122
Assistant Coach- Scott Moore	217-653-3855
Athletic Director- Bill Sanders	217-316-6170

Emergency Action Plan: Quincy Senior High School Football (2009-2010)

Emergency Personnel:	A certified athletic trainer will be on site for every home game. Ambulance available by phone (911) or onsite for all football games.
Emergency Communication:	Each ATC will be equipped with a cellular phone. ATC cell # 217-653-1149
Emergency Equipment:	AED is located on the wall next to the west concession stand. Spine board will be provided by EMS.
Roles of First Responders:	<ol style="list-style-type: none"> 1. Immediate care of athlete ATC 2. Emergency equipment retrieval – Bill Sanders 3. Activation of emergency medical system- Physician or Assistant Coach -provide name, address, telephone number, number of individuals injured, condition of injured, first aid treatment initiated, specific directions, other info as needed. Make sure to let 911 know severity of injury, as they will send Air Evac in route based on severity criteria and remoteness of location. 4. Direction of EMS to scene- Assistant Coach 5. Scene control- limit scene to first aid providers and move bystanders away from the scene- Bill Sanders, present police officer
Access to Site: Address of Practice Facility: Name of field: Flinn Memorial Stadium Address 4400 Maine	
Home Facility: Name of field Flinn Memorial Stadium Address 4400 Maine	
Directions:	Practice fields just west of the football stadium.
	Athletes will be taken to Blessing Hospital medical facility.

Important Phone Numbers

Ambulance	911
Athletic Trainer- Gary Hackmann	217-653-1149
Head Coach- Rick Little	309-221-5859
Assistant Coach Phil Neally	217-242-9943
Athletic Director- Bill Sanders	217-316-6170

Emergency Action Plan: Quincy Senior High School Boys Basketball (2009-2010)

Emergency Personnel:	A certified athletic trainer will be on site for every home game. A physician will be on site for every home game.
Emergency Communication:	Each ATC will be equipped with a cellular phone. ATC cell # 217-653-1149
Emergency Equipment:	AED is located behind the bench during home games otherwise it is in the coaches office. Spine board will be provided by EMS.
Roles of First Responders:	45. Immediate care of athlete – ATC 46. Emergency equipment retrieval – Assistant Coach 47. Activation of emergency medical system- Bill Sanders, Physician -provide name, address, telephone number, number of individuals injured, condition of injured, first aid treatment initiated, specific directions, other info as needed. Make sure to let 911 know severity of injury, as they will send Air Evac in route based on severity criteria and remoteness of location. 48. Direction of EMS to scene- Bill Sanders or staff security 5. Scene control- limit scene to first aid providers and move bystanders away from the scene- Bill Sanders or security
Access to Site: Address of Practice Facility: Name of field: Baldwin School Gymnasium Address 3000 Maine	
Home Facility: Name of field Baldwin School Gymnasium Address 3000 Maine	
Directions:	Turn into Baldwin parking lot off of 30 th St., go to the doors on the east side of the building.
	Athletes will be taken to Blessing Hospital medical facility.

Important Phone Numbers	
Ambulance	911
Athletic Trainer- Gary Hackmann	217-653-1149
Head Coach- Sean Taylor	217-779-3755
Assistant Coach Andy Douglas	217-316-2903
Athletic Director- Bill Sanders	217-316-6170

QMG Protocol for Pre-Hospital Care Emergency Action Plan

If a serious injury occurs at a sporting event it is very important to have a working Emergency Action Plan (EAP). The EAP needs to be refined, practiced and efficient when the delivery of healthcare is being administered. Quincy Medical Group is taking a proactive stance to confirm with each contracted school their Emergency Action Plan. By doing this we ensure the EAP is in place prior to the coming school year, so if a serious situation arises proper communication will take place.

Injuries or illnesses that the emergency action plan will be carried out are listed below.

- *Large Joint Dislocation (hip, knee, ankle, shoulder, elbow or wrist)*
- *Compound Fracture*
- *Suspected fractures of the head, neck, or back.*
- *Cervical Spine injury*
- *Suspected fractures of the pelvis, hip, thigh, shoulder girdle, sternum, upper arm or shin*
- *Displaced rib fracture*
- *Pneumothorax*
- *Respiratory or Cardiac Arrest*
- *Breathing Difficulties*
- *Suspected Shock (example anaphylactic, diabetic, etc...)*
- *Profuse Bleeding*
- *Internal Injuries*
- *Unresponsiveness*
- *First time seizures*
- *Serious Eye Injury*
- *Loss of Circulation*
- *Loss of Sensation*
- *Concussion*
- *Testicular Trauma*
- *Heat Exhaustion / Heatstroke*
- *Severe Heat Cramps*
- *Hypothermia*
- *Suspected Stroke*
- *Head Trauma or Injury*
- *Acute Low Back Injury*

Roles and Responsibilities of Team Emergency Personnel

Athletic Trainer

This person is responsible for managing the **Emergency Action Plan** and should have Emergency First-Aid training and knowledge of sports related injuries. Specific responsibilities for the Athletic trainer include:

Prior to the game

- Being familiar with players past medical history- May use Player information cards attached
- Assuring the First Aid Kit is complete and available at the game site
- Providing a cellular phone or knowing the location of the nearest phone
- Host medical providers should orient the visiting medical personnel and coaching staff regarding the site, emergency personnel on hand, equipment available, and procedures in place

Prior to away game

- ATC or coach should identify before the event the availability of communication with EMS and should verify service and reception of cellular phones. Name and location of nearest ER and if ambulance will be at event site should also be ascertained.

In the event of an injury to any player, official or spectator:

- Assessing the situation - seriousness of injury, need for assistance, etc.
- Providing First-Aid care to injured party
- Activating the **Emergency Action Plan**
- Instructing the Call Person to call 9-1-1 for emergency medical assistance, if required
- Staying with injured person until injury is treated or EMS arrives
- Appropriate documentation consisting of injury report forms, should be completed and filed.
- One copy of the injury report form will be filed with the school's emergency action plan for annual review.

Call Person

This person is to be designated by the Athletic Trainer/Athletic Director/coach before the season begins. Responsibilities for the Call Person include:

- Having a cellular phone, knowing the location of the nearest telephone if cell phone does not work, and calling 9-1-1 when instructed to do so.
- Specifying that this is a medical emergency and an ambulance is required.
- Giving the number of the phone calling from.
- Giving the location of the facility and particulars.
- Giving the dispatcher details of the injury, and being prepared to answer the following questions about the injured person:

Emergency Information Card

Athlete Information:			
Name:		Date of Birth:	Age:
		Sex: M or F	
Telephone number:		Grade: Senior	Junior
		Freshman	Sophomore
Address:		Sport(s):	
City:			
State:	Zip:	Comments:	
Parent/Guardian Information:			
Father:		Home Phone:	Work phone:
		Cell Phone:	
Mother:		Home Phone:	Work phone:
		Cell Phone:	
Address (If different from above)			
EMERGENCY CONTACT:		Relationship:	Telephone number:
Family Physician:		Physician's Telephone Number:	
INSURANCE INFORMATION			
Company Name:		Telephone Number:	
Name of Insured:		Policy Number:	
Relation to Athlete:		Group Number:	

MEDICAL ALERTS

Medical conditions that are a concern:	
Medications: (List ALL medications that you are currently taking: include prescriptions, over-the-counter meds, vitamins, birth control pills, performance enhancers, and supplements.)	
Allergies to medications: (List allergy and sever reaction to ANY/ALL medications, and specify type of reaction.)	
Other allergies: (List any other allergy or severe reaction to insects, bees, wasps, or food and specify type of reaction.)	
Date of last tetanus shot:	

- Is the person breathing normally on his/her own
 - Bleeding - from where and how much
 - Level of consciousness
 - First-Aid being provided - CPR, direct pressure, ice pack
 - Approximate age
 - Gender (Male or Female)
- Asking how long it will take for the EMS to arrive
 - Make sure to let Dispatch know severity of the injury as they will send Air Evac in route based on severity of injury and remoteness of location.
 - Returning to the Athletic Trainer and relaying any instructions from the 911 dispatcher, including the estimated time of EMS arrival
 - Waiting for EMS to arrive and direct them to the location of the incident

Administration

- EAP should be reviewed by administration and legal counsel of organization.
- Review of EAP and documentation of review should occur annually with all personnel included. This review will be conducted by the Athletic Director and the Director of Sports Medicine at the time of contract renewal. Review among the sports medicine staff will occur annually as well. It will be the Athletic Director
 - Documentation should include an evaluation of response to an emergency situation.
 - Documentation of regular rehearsal of the emergency plan.
 - Documentation of personnel training.
 - Documentation of emergency equipment maintenance.

General guidelines for players and coaches:

(These guideline shave been recommended by the NCAA championships staff)

- ~~Players and anyone not involved in EAP should go to and remain in the bench area~~ once medical assistance arrives.
- All other bystanders should be kept a significant distance away from the seriously injured player or players.
- Players or non-medical personnel should not move or roll over an injured player.
- Players should not try to assist a teammate who is lying on the field (i.e. removing the helmet or chin strap)
- Once the medical staff begins to work on an injured player, they should be allowed to perform services without interruption or interference.
- Players and coaches should avoid dictating medical services to the athletic trainers or team physicians or taking up their time to perform such activities.