

WCPSS ATHLETIC EMERGENCY PLAN

Recommended Guide

Each day it becomes increasingly apparent that each high school and middle school in Wake County must have a plan of action in the event of an athletic emergency. All schools must have a precise, written protocol to ensure that quick and proper action is taken when that unforeseen emergency occurs.

The following information is a recommended guide to develop the appropriate emergency plan for your school. Upon completion of your Emergency Action Plan, appropriate personnel must have a copy of this plan (Athletic Director, Athletic Trainers, Coaches, Administrators, etc.). It is also recommended that copies be readily available in locations you deem appropriate.

Emergency Action Plan Guidelines

1. Develop a comprehensive list of emergency telephone numbers
 - Location of available phones and instruction in use of those phones
 - EMS (if different from 911)
 - School Main Number
 - Principals
 - Assistant Principals
 - Athletic Director
 - Key Physicians
 - Athletic Trainer Cellular Phone Number
2. Have immediate access to parent phone numbers available
3. The following information should be given when calling 911
 - Description of the problem
 - Report what emergency care has been given
 - Your name
 - Athlete's name
 - Exact location
 - Your telephone number
 - Do not hang up until dispatcher instructs you to do so
4. Develop a protocol for emergencies occurring during practice and for games. The protocol would entail developing a list denoting a "chain of command" in the event of an emergency. This should include all venues and equipment necessary.
5. **Develop a plan for handling potentially life-threatening injuries and a referral plan for concussion, cervical spine injuries, and cardiac and heat related illnesses. AED education, utilization, and response should be included.**
6. Send a map of your school/athletic facilities to your local EMS station. If you use facilities at sites other than your campus, that information should also be included.
7. Rehearsal of the plan is advised.

Management of Head, Neck, or Back Injuries

Head, neck, and/or back injuries can be the most fatal and critical injuries that athletes sustain! If you suspect that a person has a head, neck, or back injury, tell him or her to respond verbally to any questions you ask and to avoid nodding or shaking their head. The goal in caring for a person with a head, neck, or back injury is to minimize movement.

Signs and symptoms of a possible head, neck, and/or back injuries are listed below. If you observe an athlete experiencing even one of these symptoms, the athlete **MUST immediately be removed from all participation**. If the ATC/First Responder is available, contact him/her immediately so an evaluation can be performed. If the ATC/First Responder is not accessible provide the following care. **Please note that if the athlete is unconscious or has an altered level of consciousness 911 should be called immediately.**

Signals of Head, Neck, and Back Injuries

Change in consciousness
 Severe pain or pressure in the head, neck, or back
 Tingling or loss of sensation in the hands, fingers, feet, or toes
 Partial or complete loss of movement of any body part
 Unusual bumps or depressions on the head or over the spine
 Blood or other fluids in the ears or nose
 Heavy external bleeding of the head, neck, or back
 Seizures
 Impaired breathing or vision as a result of injury
 Nausea or vomiting
 Persistent headache
 Loss of balance
 Bruising of the head, especially around the eyes or behind the ears

Caring for Head, Neck, and Back Injuries

Contact the ATC and/or EMS immediately!

1. Minimize movement of the head, neck, and/or back
2. Check for consciousness and breathing.
3. Maintain an open airway.
4. Control any external bleeding.
5. Keep the victim calm. Comfort and reassure them. Encourage them to stay still until help(ATC or EMS) arrive.

*** After calling the parents, make sure to contact both the Athletic Director or Athletic Trainer/First Responder if they are not present on the scene.***

Management of Suspected Head Injuries

Signs and symptoms of a possible concussion are listed below. If you observe an athlete experiencing even one of these symptoms, the athlete **MUST be removed immediately from all participation**. If the ATC/First Responder is available, contact him/her immediately so an evaluation can be performed. If the ATC/First Responder is not accessible, contact parent and recommend a prompt physician evaluation.

***** After calling the parents, make sure to contact both the Athletic Director or Athletic Trainer/First Responder if they are not present on the scene.*****

What is a concussion?

A concussion is a brain injury that:

- ✓ Is caused by a bump, blow, or jolt to the head
- ✓ Can change the way your brain normally works
- ✓ Can range from mild to severe
- ✓ Can occur during practices or games in any sport
- ✓ Can happen even if you haven't been knocked out
- ✓ Can be serious even if you've just been "dinged" or had your "bell rung"

What are the symptoms of a concussion?

Nausea (feeling that you might vomit)

Balance problems or dizziness

Double or fuzzy vision

Sensitivity to light or noise

Headache

Feeling sluggish

Feeling foggy or groggy

Concentration or memory problems (forgetting game plays)

Confusion

Any athlete with a suspected concussion must see a physician for return to play clearance.

Management of Suspected Heat Related Illness

Signs and symptoms of a possible heat illness are listed below. If you observe an athlete experiencing even one of these symptoms, the athlete **MUST immediately be removed from all participation**. If the ATC/First Responder is available, contact him/her immediately so an evaluation can be performed. If the ATC/First Responder is not accessible provide the following care. **Please note that if the athlete is unconscious or has an altered level of consciousness 911 should be called immediately**.

Signs and Symptoms of Heat Illness:

Early Stages (sometimes called heat exhaustion)

- Cool, moist, pale, ashen, or flushed skin
- Headache, nausea, dizziness
- Weakness, exhaustion

Late Stages (sometimes called heat stroke)

- Heavy sweating
- Red, hot, dry skin
- Changes in level of consciousness
- Vomiting

Care for Heat Illness:

1. Place athlete in shade or in cooler area.
2. Provide cold fluid to drink, preferably water (unless unconscious).
3. Remove excess clothing and equipment.
4. Monitor signs and symptoms. If in 10 minutes the athlete does not improve, or if condition worsens at any point, call 911.
5. Contact parents regardless of whether 911 is called.

Contact ATC or AD to notify them of the incident.

Management of Cardiac Emergencies

The following are signs and symptoms of a cardiac emergency. If any of these signs are observed in an athlete that you suspect of having a cardiac issue, **call 911 immediately**. If the ATC/First Responder is available, contact him/her immediately so emergency care can be performed. If you are certified in CPR/FA, provide appropriate care until EMS, ATC/First Responder, or trained professional rescuer arrives.

Signs and Symptoms of a Cardiac Emergency:

- Chest Discomfort
- Jaw, neck, shoulder or arm pain
- Shortness of Breath
- Nausea
- Lightheadedness
- Profuse Sweating

*** After calling the parents, make sure to contact both the Athletic Director and Athletic Trainer/First Responder if they are not present on the scene.***

USE OF AUTOMATED EXTERNAL DEFIBRILLATOR (AED)

The AED is located in the main office behind the front desk. In the event that it is needed, contact the ATC/First Responder or if they are not present, send someone to obtain the AED from the main office and use the device. ONLY certified staff may use the AED.

If you retrieve the AED, please turn it **ON while bringing it to the site of the emergency.**