

UKOSM Site Specific Emergency Plan

School: _____

Sport: _____

Location: _____

Exact location of nearest phones and numbers
(personal cell phones, land lines)

Exact directions to location of sport
(street directions and best way to enter field)

Individual to make EMS call

_____ (alternate)

Individual to meet EMS/crowd control
(keep pathway clear)

_____ (alternate)

Individual to get emergency equipment
(AED, vacuum splints)

_____ (alternate)

Individual to go with patient to the hospital/get physical form
(ride in ambulance or drive separately, stay with patient until parent arrives)

_____ (alternate)

Individual to contact parent
(tell vital information, which hospital, offer help/support as needed)

_____ (alternate)

Coach	_____	date	_____
Athletic Director	_____	date	_____
Principal	_____	date	_____
ATC	_____	date	_____

General Guidelines for Managing a Medical Emergency

1. Identify Emergency/ Primary Survey
 - Airway Obstruction
 - Breathing Difficulties
 - Severe Bleeding
 - Cardiac Arrest
 - Unconsciousness
 - Head and Spinal Injuries
 - Heat Injuries
 - Other Life-threatening Injuries
 - Other Catastrophic Injuries
- 2. It is recommended that all staff be certified in CPR/first aid**
 - Manage the Emergency
 - If an emergency, call 911 immediately
 - State name, title, exact location, type of emergency, phone number, and be the last to hang up
 - Notify AD/ATC/school administrator
 - Keep area clear/other athletes calm until help arrives
3. Physical Forms
 - Includes parent consent and insurance info in case of emergencies
 - Located with coach at field AT ALL TIMES
 - Located in training room (file cabinet/boys in top file, girls in second)
 - Every athletes file has current and old physical forms. Make sure you grab the current one.
 - Located in AD's office
4. Emergency Equipment
 - AED located _____ Bring the towel in the case with the AED.
 - AED _____ Bring the towel located in the case with it.
 - Vacuum splints for fractures _____ Bring the whole bag.
5. Arrival of EMS
 - Keep area clear of other athletes, spectators, etc. (have police assist if present)
 - Make sure gates/doors are open for EMS to get through
 - Provide vital information (what happened, vital signs, treatment given thus far, etc.)
 - Provide EMS with current Physical Form
 - Identify individual to go with athlete to the hospital
6. Follow up
 - Call parents to check on athlete
 - Call administrators to let them know status of athlete
 - Document all events