



LaGrange College Athletic Training Emergency Action Plan

Revised July 2009

Emergency situations and/or life threatening conditions may arise at any time during athletic events and quick action must be taken in order to provide the athlete with the best possible care. Developing and implementing an emergency plan will assure that these situations are handled appropriately.

LaGrange College has a duty to develop an emergency plan that can be implemented immediately and provide adequate health care for all sports participants. The ONLY way to effectively respond to an emergency is to be PREPARED. To be adequately prepared requires: an emergency plan, proper event coverage, proper training of personnel, maintenance of appropriate medical equipment, utilization of appropriate medical personnel, adequate means of communication, and continuing education in emergency medicine for all personnel.

What conditions are considered to be emergencies?

- Unconscious athlete
- Suspected C-spine injury
- Hemorrhage
- Heat Stroke
- Shock
- Persistent Chest Pain
- Absence of pulse
- Absence of or persistent trouble breathing
- Diabetic shock or coma

What conditions require immediate medical attention?

- Fractures
- Dislocations
- Severe sprains
- Dental injuries
- Eye injuries

What is the LC chain of command?

- Team physician
- Staff ATC
- Coach

Components of an Emergency Plan

- A. emergency personnel
- B. emergency communication
- C. emergency equipment
- D. emergency transportation

LC EMERGENCY POLICIES AND PROCEDURES

EMERGENCY PERSONNEL:

The first responder to a LaGrange College athletic emergency situation is usually a certified athletic trainer, but could be a coach or team member. The team physicians are not present at practices. Certification in CPR, first aid, prevention of disease transmission, and review of the emergency plan are required for all athletics personnel associated with practices, competitions, skills instruction, and strength and conditioning.

1. Form an emergency team (ET): physicians, certified athletic trainers, coaches, EMTs, managers, and ER staff
 - a. the role of the ET members may depend upon the numbers of athletes on the team, the venue, the preference of the ATC
 - i. immediate care of the athlete: acute emergency care should be provided by the ET member on site with the most expertise
 - ii. Equipment retrieval: may be performed by any ET member who is familiar with the location of the equipment and what will be needed
 - iii. EMS activation: this **MUST** be done as soon as it is determined that an emergency or life threatening situation has occurred. Any ET member can activate EMS; however, choose a person who stays calm under pressure and has good phone communication skills. **SEE BOX FOR WHAT TO TELL EMS.**
 - iv. Directing EMS to the scene: Can be performed by any ET member who has appropriate keys.

Activating EMS

1. Call 911, if available. If on campus 9-911

What information to give?

1. Name of the caller, address and phone number calling from.
2. Number of athletic participants involved.
3. Condition of athletic participant(s)
4. First aid treatment initiated by first responder
5. Specific directions as needed to locate the emergency scene
6. Other information requested by EMS

Stay on the line until the dispatcher instructs you to hang up.

EMERGENCY COMMUNICATION:

In order to deliver emergency care a good communication system is a necessity. Communication between members of the ET is vital both prior to the emergency and while providing care. Every ET member should know what his or her role is during an emergency. Securing a working telephone or other telecommunications device (radio) should be done prior to any athletic activity. A back up communication system should be in place in the event the primary communication system is not in proper working order. If using a cell phone especially in a rural area you should have the direct EMS number verses calling 911.

EMERGENCY EQUIPMENT

All necessary emergency supplies and equipment must be on site and immediately accessible. All the personnel should be familiar with the equipment and it must be in proper working order. Rehearsal of the use of the emergency equipment should occur on a regular basis. The emergency equipment should be appropriate to the level of training of the personnel providing care. It is important to know how to appropriately store and care for equipment. Equipment should be stored in a clean environmentally controlled environment.

TRANSPORTATION:

If possible, EMS should be on site especially at high risk sporting events (i.e. LC football games). When an ambulance is on site there should be a designated location for the ambulance and rapid access to the site should be available. In an emergency situation the athlete should be transported by ambulance where the necessary staff and equipment is available to deliver appropriate care. Emergency providers should refrain from transporting unstable athletes in inappropriate vehicles.

VENUE

TENNIS COURTS

COVERAGE

- Game – **ATC, GA, Intern, ATS**
- In-Season Practice – ATC, GA, Intern, **ATS, None**
- Non-Traditional – ATC, GA, Intern, ATS, **None**

EQUIPMENT*

- Game – Medical Kit, Water, Cups, AED
- In-Season Practice – Water, Cups
- Non-Traditional – None

PRE-EVENT

- Make certain all equipment is in place.
- Open all communication lines

INSTRUCTIONS

- If necessary, activate EMS (911) using the phone on the light pole or mobile phone.
- Tell EMS to report to the tennis courts next to the Hudson Natatorium on the Callaway Campus of LaGrange College at 800 Dallis Street. The nearest cross street is Forrest Avenue.
- Provide as much information as possible to the dispatcher. This includes, but is not limited to, the number and condition of victims, treatment initiated, and any other information requested.
- Provide appropriate care until EMS arrives. Once EMS arrives, provide necessary information (name of student-athlete, MOI, vital signs, treatment given, medical history) and assist as needed.
- Notes
 - The person that calls EMS should then go wait for EMS to arrive by the edge of the courts.
 - Someone from the athletic department should accompany the student-athlete to the hospital.
 - The Head Athletic Trainer should be notified as soon as possible if not at the scene.
 - The parents and head coach should be made aware of the condition of the student-athlete as soon as possible.
 - All efforts should be made to obtain a copy of the student-athlete's medical and insurance information before EMS arrives.
 - At the first appropriate time, an injury report should be filed.
 - All injured student-athletes needing EMS will be transported to the West Georgia Medical Center.

Emergencies	911
LaGrange College Athletic Training Room	880 8099, 8352, 8308
Southern Center for Orthopedics	884 2691
West Georgia Medical Center ER	845 3706
Clark-Holder Clinic Urgent Care Center	812 4231

* Due to the proximity of the tennis courts to the athletic training room, all equipment is nearby.

VENUE

SOFTBALL FIELD

COVERAGE

- Game – **ATC, GA, Intern, ATS**
- In-Season Practice – **ATC, GA, Intern, ATS, None**
- Non-Traditional – **ATC, GA, Intern, ATS, None**

EQUIPMENT

- Game – Medical Kit, Water, Cups, Injury Ice, Splints, Crutches, AED
- In-Season Practice – Kit, Water*, Cups**, Injury Ice
- Non-Traditional – Kit, Water*, Cups**, Injury Ice

PRE-EVENT

- Make certain all equipment is in place.
- Open all communication lines

INSTRUCTIONS

- If necessary, activate EMS (911) using the phone on the outside of the softball building, in coach's office, or mobile phone.
- Tell EMS to report to the softball fields on the Callaway Campus of LaGrange College at 425 Forrest Avenue. The nearest cross street is Ridge Street.
- Provide as much information as possible to the dispatcher. This includes, but is not limited to, the number and condition of victims, treatment initiated, and any other information requested.
- Provide appropriate care until EMS arrives. Once EMS arrives, provide necessary information (name of student-athlete, MOI, vital signs, treatment given, medical history) and assist as needed.
- Notes
 - The person that calls EMS should then go wait for EMS to arrive by the road.
 - Someone from the athletic department should accompany the student-athlete to the hospital.
 - The Head Athletic Trainer should be notified as soon as possible if not at the scene.
 - The parents and head coach should be made aware of the condition of the student-athlete as soon as possible.
 - All efforts should be made to obtain a copy of the student-athlete's medical and insurance information before EMS arrives.
 - At the first appropriate time, an injury report should be filed.
 - All injured student-athletes needing EMS will be transported to the West Georgia Medical Center.

Emergencies	911
LaGrange College Athletic Training Room	880 8099, 8352, 8308
Southern Center for Orthopedics	884 2691
West Georgia Medical Center ER	845 3706
Clark-Holder Clinic Urgent Care Center	812 4231

* The team prepares its own water for practices.

VENUE **CEB GYM/Volleyball**

COVERAGE

- Game – **ATC, GA**, Intern, ATS
- In-Season Practice – **ATC, GA**, Intern, ATS, **None**
- Non-Traditional – ATC, GA, Intern, ATS, **None**

EQUIPMENT

- Game – Medical Kit, Water, Cups, Injury Ice, Splints, Crutches, AED
- In-Season Practice – Medical Kit, Water
- Non-Traditional – Water

PRE-EVENT

- Make certain all equipment is in place.
- Make certain back access to the hallway is open.

INSTRUCTIONS

- If necessary, activate EMS (911) using the phone in the athletics office or mobile phone.
- Tell EMS to report to the gym in the Callaway Education Building (old CEA) on the Callaway Campus of LaGrange College at 800 Dallis Street. The cross street is Forrest Avenue.
- Provide as much information as possible to the dispatcher. This includes, but is not limited to, the number and condition of victims, treatment initiated, and any other information requested.
- Provide appropriate care until EMS arrives. Once EMS arrives, provide necessary information (name of student-athlete, MOI, vital signs, treatment given, medical history) and assist as needed.
- Notes
 - The person that calls EMS should then go wait for EMS to arrive by the front of the gym.
 - Someone from the athletic department should accompany the student-athlete to the hospital.
 - The Head Athletic Trainer should be notified as soon as possible if not at the scene.
 - The parents and head coach should be made aware of the condition of the student-athlete as soon as possible.
 - All efforts should be made to obtain a copy of the student-athlete's medical and insurance information before EMS arrives.
 - At the first appropriate time, an injury report should be filed.
 - All injured student-athletes needing EMS will be transported to the West Georgia Medical Center.

Emergencies	911
LaGrange College Athletic Training Room	880 8099, 8352, 8308
Southern Center for Orthopedics	884 2691
West Georgia Medical Center ER	845 3706
Clark-Holder Clinic Urgent Care Center	812 4231

VENUE **CHEERLEADING**

COVERAGE

- Game – **ATC, GA**, Intern, ATS
- In-Season Practice* – ATC, GA, Intern, ATS, **None**
- Non-Traditional* – ATC, GA, Intern, ATS, **None**

EQUIPMENT

- Game – Medical Kit, Water, Cups, Injury Ice, Splints, Crutches, AED
- In-Season Practice – None
- Non-Traditional – None

PRE-EVENT

- Make certain all equipment is in place.
- Open all communication lines

INSTRUCTIONS

- If necessary, activate EMS (911) using the phone in athletics office for CEB, coach's office for Mariotti, or mobile phone.
- Tell EMS to report to the Mariotti Gym on the Main Campus of LaGrange College on Vernon Road. The cross street is Forrest Avenue for games, or tell EMS to report to the gym in the Callaway Education Building (old CEA) on the Callaway Campus of LaGrange College at 800 Dallis Street for practice. The cross street is Forrest Avenue.
- Provide as much information as possible to the dispatcher. This includes, but is not limited to, the number and condition of victims, treatment initiated, and any other information requested.
- Provide appropriate care until EMS arrives. Once EMS arrives, provide necessary information (name of student-athlete, MOI, vital signs, treatment given, medical history) and assist as needed.
- Notes
 - The person that calls EMS should then go wait for EMS to arrive by the front of the gym.
 - Someone from the athletic department should accompany the student-athlete to the hospital.
 - The Head Athletic Trainer should be notified as soon as possible if not at the scene.
 - The parents and head coach should be made aware of the condition of the student-athlete as soon as possible.
 - All efforts should be made to obtain a copy of the student-athlete's medical and insurance information before EMS arrives.
 - At the first appropriate time, an injury report should be filed.
 - All injured student-athletes needing EMS will be transported to the West Georgia Medical Center.

Emergencies	911
LaGrange College Athletic Training Room	880 8099, 8352, 8308
Southern Center for Orthopedics	884 2691
West Georgia Medical Center ER	845 3706
Clark-Holder Clinic Urgent Care Center	812 4231

* Practice sites vary day-to-day.

February 2009

VENUE **CROSS COUNTRY**

COVERAGE

- Game – **ATC, GA, Intern, ATS**
- In-Season Practice* – ATC, GA, Intern, ATS, **None**
- Non-Traditional* – ATC, GA, Intern, ATS, **None**

EQUIPMENT

- Game – Medical Kit, Water, Cups, Injury Ice, Splints, Crutches, AED
- In-Season Practice – Water**
- Non-Traditional – Water**

PRE-EVENT

- Make certain all equipment is in place.
- Secure cellular phone for use. Open all communication lines

INSTRUCTIONS

- If necessary, activate EMS (911) using a mobile phone.
- Tell EMS to report to the rodeo stables and pavilion at Pyne Road Park off of Roanoke Road.
- Provide as much information as possible to the dispatcher. This includes, but is not limited to, the number and condition of victims, treatment initiated, and any other information requested.
- Provide appropriate care until EMS arrives. Once EMS arrives, provide necessary information (name of student-athlete, MOI, vital signs, treatment given, medical history) and assist as needed.
- Notes
 - The person that calls EMS should then go wait for EMS to arrive by the front entrance to the park.
 - Someone from the athletic department should accompany the student-athlete to the hospital.
 - The Head Athletic Trainer should be notified as soon as possible if not at the scene.
 - The parents and head coach should be made aware of the condition of the student-athlete as soon as possible.
 - All efforts should be made to obtain a copy of the student-athlete's medical and insurance information before EMS arrives.
 - At the first appropriate time, an injury report should be filed.
 - All injured student-athletes needing EMS will be transported to the West Georgia Medical Center.

Emergencies	911
LaGrange College Athletic Training Room	880 8099, 8352, 8308
Southern Center for Orthopedics	884 2691
West Georgia Medical Center ER	845 3706
Clark-Holder Clinic Urgent Care Center	812 4231

* Practice sites vary day-to-day.

** The team prepares its own water for practices.

VENUE

CEB WEIGHT ROOM

COVERAGE

- Game – ATC, GA, Intern, ATS, **None**
- In-Season Practice – ATC, GA, Intern, ATS, **None**
- Non-Traditional – ATC, GA, Intern, ATS, **None**

EQUIPMENT*

- Game – Water**
- In-Season Practice – Water**
- Non-Traditional – Water**

PRE-EVENT

- Make certain all equipment is in place.
- Open all communication lines

INSTRUCTIONS

- If necessary, activate EMS (911) using a phone from a coach's office, the ATR, or mobile phone.
- Tell EMS to report to the weight room in the Callaway Education Building (old CEA) on the Callaway Campus of LaGrange College at 800 Dallis Street. The cross street is Forrest Avenue.
- Provide as much information as possible to the dispatcher. This includes, but is not limited to, the number and condition of victims, treatment initiated, and any other information requested.
- Provide appropriate care until EMS arrives. Once EMS arrives, provide necessary information (name of student-athlete, MOI, vital signs, treatment given, medical history) and assist as needed.
- Notes
 - The person that calls EMS should then go wait for EMS to arrive by the front door.
 - Someone from the athletic department should accompany the student-athlete to the hospital.
 - The Head Athletic Trainer should be notified as soon as possible if not at the scene.
 - The parents and head coach should be made aware of the condition of the student-athlete as soon as possible.
 - All efforts should be made to obtain a copy of the student-athlete's medical and insurance information before EMS arrives.
 - At the first appropriate time, an injury report should be filed.
 - All injured student-athletes needing EMS will be transported to the West Georgia Medical Center.

Emergencies	911
LaGrange College Athletic Training Room	880 8099, 8352, 8308
Southern Center for Orthopedics	884 2691
West Georgia Medical Center ER	845 3706
Clark-Holder Clinic Urgent Care Center	812 4231

* Due to the proximity of the weight room to the athletic training room, all equipment is nearby.

** Water fountains are used.

VENUE

SIMPSON FITNESS CENTER

COVERAGE

- Game – ATC, GA, Intern, ATS, **None**
- In-Season Practice – ATC, GA, Intern, ATS, **None**
- Non-Traditional – ATC, GA, Intern, ATS, **None**

EQUIPMENT

- Game – Water*, Injury Ice**
- In-Season Practice – Water*, Injury Ice**
- Non-Traditional – Water*, Injury Ice**

PRE-EVENT

- Make certain all equipment is in place.
- Open the office.

INSTRUCTIONS

- If necessary, activate EMS (911) using the phone in the office or on the wall.
- Tell EMS to report to the Mariotti Gym – Ground Floor on the Main Campus of LaGrange College on Vernon Road. The cross street is Forrest Avenue.
- Provide as much information as possible to the dispatcher. This includes, but is not limited to, the number and condition of victims, treatment initiated, and any other information requested.
- Provide appropriate care until EMS arrives. Once EMS arrives, provide necessary information (name of student-athlete, MOI, vital signs, treatment given, medical history) and assist as needed.
- Notes
 - The person that calls EMS should then go wait for EMS to arrive by the front of the gym.
 - Someone from the athletic department should accompany the student-athlete to the hospital.
 - The Head Athletic Trainer should be notified as soon as possible if not at the scene.
 - The parents and head coach should be made aware of the condition of the student-athlete as soon as possible.
 - All efforts should be made to obtain a copy of the student-athlete’s medical and insurance information before EMS arrives.
 - At the first appropriate time, an injury report should be filed.
 - All injured student-athletes needing EMS will be transported to the West Georgia Medical Center.

Emergencies	911
LaGrange College Athletic Training Room	880 8761, 8352, 8099, 8308
Southern Center for Orthopedics	884 2691
West Georgia Medical Center ER	845 3706
Coleman Community Health Clinic	812 2468

* Water fountains are used.

** Injury ice is taken from the ice machine in the Simpson Fitness Center

VENUE FOOTBALL FIELD/Practice

COVERAGE

- Game – **ATC, GA, Intern, ATS**
- In-Season Practice – **ATC, GA, Intern, ATS, None**
- Non-Traditional – **ATC, GA, Intern, ATS, None**

EQUIPMENT

- Game – Medical Kit, Water, Bottles, Cups, Injury Ice, Splints, Crutches, Spine Board, AED
- In-Season Practice – Medical Kit, Water, Water Bottles, Injury Ice, Splints*, Crutches*
- Non-Traditional – Medical Kit, Water, Water Bottles, Injury Ice, Splints*, Crutches*

PRE-EVENT

- Make certain all equipment is in place.

INSTRUCTIONS

- If necessary, activate EMS (911) using mobile phone
- Tell EMS to report to the football field on the Callaway Campus of LaGrange College at 800 Dallis Street. The cross street is Forrest Avenue.
- Provide as much information as possible to the dispatcher. This includes, but is not limited to, the number and condition of victims, treatment initiated, and any other information requested.
- Provide appropriate care until EMS arrives. Once EMS arrives, provide necessary information (name of student-athlete, MOI, vital signs, treatment given, medical history) and assist as needed.
- Notes
 - The person that calls EMS should then go wait for EMS to arrive by the side of the field.
 - Someone from the athletic department should accompany the student-athlete to the hospital.
 - The Head Athletic Trainer should be notified as soon as possible if not at the scene.
 - The parents and head coach should be made aware of the condition of the student-athlete as soon as possible.
 - All efforts should be made to obtain a copy of the student-athlete's medical and insurance information before EMS arrives.
 - At the first appropriate time, an injury report should be filed.
 - All injured student-athletes needing EMS will be transported to the West Georgia Medical Center.

Emergencies	911
LaGrange College Athletic Training Room	880 8099, 8352, 8308
Southern Center for Orthopedics	884 2691
West Georgia Medical Center ER	845 3706
Clark-Holder Clinic Urgent Care Center	812 4231

* Due to the proximity of the field to the athletic training room, all equipment is nearby.

