

Athletic Event Emergency Action Plan (EAP)

Walkersville High School 81 W. Frederick Street Walkersville, MD 21793

The following procedures are to be implemented in the event of an emergency while on Walkersville High School's (WHS) campus. Please keep in mind that all individuals involved in the emergency action procedure are to protect the injured/ill individual's privacy in accordance with HIPAA regulations. Questions and comments about the EAP are to be directed to the WHS's Athletic Trainer or school Athletic Director, in the Athletic Trainer's absence. The purpose of an EAP is to delineate roles and outline protocol to be followed should an emergency occur, so that the actions are coordinated in the most efficient and effective manner to maximize the athlete's medical care. An emergency will be defined as the need for Emergency Medical Services (EMS) to give further medical attention to and/or transport an athlete to the hospital.

If the Athletic Trainer is not present to make the decision to call EMS, situations in which EMS should ALWAYS be called are the following:

- - Student-Athlete is not breathing
- - Student-Athlete has lost consciousness
- - Student-Athlete may have back or neck injury (symptoms including: numbness, tingling, loss of sensation)
- - Open fracture (bone is protruding from the skin)
- - Severe heat exhaustion or heat stroke (symptoms including: rapid/weak pulse, temperature above 102 degrees F, red/hot/dry skin, lack of sweating)
- - Severe bleeding that cannot be stopped
- - Suspected hip, ankle, or elbow dislocation

Chain of Command

The following individuals are listed, in order, for their decision on calling EMS, coordinating care and delegating tasks in the event of an emergency. The responsibility will fall to the first person on the list that is present at the event. For example, if the Team Physician is not present at practices, then the responsibility will fall to the Athletic Trainer. If the Athletic Trainer is not present, the Head Coach, acting as a first responder, will fulfill the role of immediate care.

- - Team Physician
- - Athletic Trainer
- - Resource Officer / Event Officer on duty
- - Athletic Director
- - School Administrator
- - Coaches

Emergency Equipment

WHS is equipped with Automated External Defibrillators (AEDs) and First Aid kits. Each team has a first aid kit with general first aid supplies that they are to take with them to every practice and game, both home and away. The head coach will be responsible for making sure this kit is with them and to return to the Athletic Trainer should any supplies need restocking. The

student-athlete emergency information cards, Athletic Trainer's contact information and doctor's referral forms should be stored in the med kits for each team.

AED Locations

1. Ticket office of the stadium
2. Athletic Director's office (3)
3. Athletic Training Room (2)
4. Pool Deck
5. Cafeteria
6. Gymnasium

Should the need arise to use the AED (as directed by the first available person in the chain of command above), the nearest AED should be located and ready to use. The Athletic Trainer is responsible for ensuring the AEDs are working properly and up-to-date. A portable AED is to accompany the Athletic Trainer when they are present for practices and games. If the Athletic Trainer is not present, the portable AED needs to be taken to all softball/field hockey/baseball games. When an emergency occurs, the Athletic Trainer/First Responder is responsible for designating someone to retrieve the closest AED.

Emergency Action Plan (EAP)

During an emergency, the following procedure should take place:

1. The highest person in the chain of command will be deemed the leader, and will stay with the injured athlete to monitor his/her condition and administer necessary first aid/CPR/etc. If possible, the next person on the chain should stay to assist. The first person will also need to designate someone to notify the school administrator of the situation.
 2. If the highest person on the chain of command deems it necessary, they will assign someone to call EMS. When making the call, remember to:
 1. Remain calm and speak clearly
 2. Relay all necessary details of the injury and illness as given to you by the person attending to the athlete.
 3. Clearly identify the location of the athlete by giving the school's address, location of the pertinent field/court, and specific location on the field/court. (see location directions below)
- d. Always hang up last
3. The highest person on the chain of command or an administrator needs to designate someone to meet EMS at the entrance to the school. This individual should have a clear understanding of the EAP.
 4. A coach will be designated to supervise the athletes not involved in the injury, and an administrator will be responsible for "crowd control" if the situation took place during a game.
 5. Preferably a coach or administrator will be designated to contact the athlete's parents/guardians via phone or in person if they are present.
 6. If transport by ambulance is deemed necessary, the leader of the EAP needs to ask for

the emergency department location in which they are being taken to, and inform the parents/guardians. If the parents are not available, an assistant coach will be asked to accompany the athlete.

Location Directions

All emergencies: Continue right onto campus. Follow the curved street to the front of the high school with the stadium on the right side and route 194 on the left.

1. Stadium: Turn right at the stop sign and continue straight towards the stadium. The entrance to the stadium is on the left side when you are facing the scoreboard. A WHS representative will meet EMS at the stadium entrance to escort them to the necessary location.
2. Tennis Courts: Turn right at the stop sign. Continue straight to the second parking lot on the right side. The tennis courts will be passed on the right side. A WHS representative will meet EMS in the second parking lot to escort them to the necessary location.
3. Practice & Baseball Fields: Turn right at the stop sign and continue straight towards the stadium. A WHS representative will meet EMS to escort them to the necessary location.
4. Softball/Field Hockey Fields: Turn left at the stop sign, fields will be on the left. A WHS representative will meet EMS to escort them to the necessary location.
5. Gymnasium/Pool/Wrestling Room: Turn right at the stop sign and continue to the second parking lot on the right, follow the roundabout so the school is on your right. The wrestling room entrance is through the first set of doors, the gymnasium is through the second set of doors and the pool entrance is a little further down through the black double doors (pool will be visible through windows). A WHS representative will meet EMS outside the appropriate entrance.