

Emergency Action Plan

Fergus Highland Rugby Club

150 Albert St West, Fergus, Ont.

The following items **must** be present at any home game played by Fergus Highland Rugby Club.

- ◆ Fully stocked First-Aid Kit.
- ◆ Cellular telephone.
- ◆ At least one person trained in Emergency First-Aid (Charge Person).

Please note: All training sessions will follow the same protocol.

Emergency Action Plan:

Prior to any home game three roles must be designated:

1. Charge Person

This person must have Emergency First-Aid training, knowledge of sports related injuries and how the Emergency Action Plan works. Preferably this person will be a Certified Athletic Therapist or Athletic Therapy Student.

Responsibilities for the **Charge Person** include the following:

Prior to the game.

- ◆ Being familiar with players past medical history.
- ◆ 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.
- ◆ Designating a **Call Person**.

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

- ◆ Assess the situation - seriousness of injury, need for assistance, etc.
- ◆ Provide First-Aid care to injured party. (See Guidelines - Charge Person)
- ◆ Instruct **Call Person** to activate EMS if required.
- ◆ Stay with injured person until injury is treated or ambulance arrives.
- ◆ Complete an Injury Treatment Report for the Clubs records if necessary
- ◆ If it is a junior game, update Head Therapist for Club

2. Call Person

This person is to be designated by the **Charge Person** before the game begins.

Responsibilities for the **Call Person** include the following:

- ◆ Locate cellular phone and call ***911** when instructed to do so.
- ◆ Specify that this is a medical emergency and you require an ambulance.
- ◆ Give the number of the phone you are calling from.
- ◆ Give the location of the playing field.
- ◆ Give the dispatcher details of the injury, be prepared to answer the following questions about the injured person:
 - ◆ 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)
- ◆ Ask how long it will take for the ambulance to arrive.
- ◆ Designate a person to go to the gate and direct the ambulance to the field.
- ◆ Return to the **Charge Person** and relay any instructions from the EMS dispatcher, including the ETA of the ambulance.
- ◆ Be prepared to call ***911** again if the person's condition changes.

Nearest Hospital:

From Victoria Park:

- Turn right out of parking lot heading east on Albert
- Turn left (north) onto St. David Street
- Turn right (east) onto Union
- Hospital is on left hand side

From the Arena:

- Turn left (west) out of the arena parking lot
- Turn right (north) onto St. David street
- Turn right (east) onto Union
- Hospital is on the left (north) hand side

3. Control Person

This person is also to be designated by the **Charge Person** before the game begins. Head coaches or referees are good choices for such a role.

Responsibilities for the **Control Person** include the following:

- ◆ Keeping the rest of the crowd and/or players under control, and away from the injured player
- ◆ Making sure he/she meets the ambulance at an entrance if necessary or designates a person to do so

- ◆ Aids in any other assistance necessary

Fergus Highland Rugby Club

P.O. Box 361, Fergus, Ont. N1M 3E2.

Guidelines for Emergency Action Plan

Charge Person:

1. Initially when coming into contact with the injured athlete, stay calm, take control and assess the situation.
2. Instruct all other players and bystanders to leave the injured player alone.
3. If the player is bleeding take Universal Precautions to prevent disease transmission before treating the injury. Wear Barriers for your own protection.
4. **Do not move the player.** Remember - If the player can not initiate a movement voluntarily, **do not** move the body part for the player.
5. Leave the players equipment in place.
6. Evaluate the injury. Once you have assessed the severity of the injury, decide whether or not to call for further assistance.
7. If an ambulance is required, notify your Call Person and give a brief explanation of the injury and the care being given and tell the person to call for the ambulance.
8. If an ambulance is not required, then decide what action is to be taken to remove the injured player from the playing field, without aggravating the injury .
9. When waiting for the ambulance, observe the player carefully for any change in his/her condition or level of consciousness, and reassure them that professional help is on the way.
10. Do not be forced or intimidated into moving an injured player unnecessarily just to be able to continue with the game.

Call Person:

1. Know the location of the cellular phone (and how to operate it) or the location of land phones available for placing a call in an emergency. This may take some planning in remote locations or at fields with which you are not familiar. Do not rely on others to find these for you after an emergency has occurred.
2. Prepare a list of emergency numbers to be used if required (ambulance, fire, police, doctors) or check, upon arrival, that the area has 911 service.
3. Know the name of the location and the directions to the field where the injury has occurred. This will save time and confusion particularly if the location has several playing areas.