

## **EMERGENCY CARE PROCEDURES CHECK LIST**

### **A. PREVENTION**

- \_\_\_ 1. Make certain each athlete has a physical examination card on file before allowing him /her to participate
- \_\_\_ 2. Make certain that equipment and facilities are safe for use, including sanitation of personal equipment
- \_\_\_ 3. Have consideration for the athlete (mis-match, physical and mental condition, temperatures and humidity, storms, etc.)
- \_\_\_ 4. Do not let an injured player return to practice or a game without a written release from his/her doctor
- \_\_\_ 5. Analyze coaching methods and procedures, assuring safety in all drills and competition
- \_\_\_ 6. Provide supervision 100% of the time - in practice, in games, in the locker room, on the bus
- \_\_\_ 7. Have necessary first aid equipment available at all times - first aid kit, stretcher, etc.
- \_\_\_ 8. Have emergency information available at all times ambulance number, hospital number, parents permit for emergency treatment, etc.
- \_\_\_ 9. Coaches must keep current on health practices, treatments and policies in their sports; and must keep current on first aid procedures
- \_\_\_ 10. Use caution in delegating first aid procedures to others and know your own limitations in treatment and first aid procedures

### **B. IN THE EVENT OF AN ACCIDENT (LIFE ENDANGERING)**

#### Examples:

- 1. Breathing stoppage or difficulty
- 2. Excessive bleeding
- 3. State of shock (pale, cold perspiration, weak, rapid pulse)
- 4. Abnormal physical or mental behavior (seizures, drugs, head, neck or spinal injuries, unconscious state)

#### Procedures:

- 1. Assess the situation through examination of the injured athlete
- 2. Give necessary emergency first aid (do not give any treatment unless absolutely necessary)
- 3. Call the fire department rescue squad and/or ambulance (have numbers and access to phone)
- 4. Notify the parents or guardian of the athlete
- 5. Have parental permit for emergency treatment available
- 6. Notify hospital - provide needed information
- 7. Assign duties necessary under emergency conditions to ensure the welfare of the team
- 8. Go with the ambulance or aid car to the hospital and remain until the parents arrive
- 9. Notify the Athletic Director and complete an injury report, send form to Pastors/Principals Office and copy to Insurance Carrier (Gallagher Bassett)

**(Continued)**

**C. IN THE EVENT OF AN ACCIDENT (SERIOUS MEDICAL CONCERN)**

Examples:

1. Dislocations and fractures (except spine)
2. Lacerations
3. Permanent tooth knocked out
4. Eye injury
5. High fever
6. Burns
7. Temporary loss of consciousness following injury
8. Severe abdominal pain

Procedures:

1. Give appropriate first aid
2. Notify parent or guardian
3. Call ambulance or aid car
4. Have parental permit for emergency treatment available
5. Notify family physician or hospital
6. Accompany or assign an adult to accompany the athlete and remain with him/her until the parents arrive
7. Assure the welfare of the team
8. Inform the Athletic Director of the injury and complete an injury report form, send to Pastor/Principal's Office and a copy to Insurance Carrier (Gallagher Bassett)