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Emergency Action Plans



Why are Emergency Action Plans (EAP) important?

Emergency action plans provide guidelines and templates for documentation of emergency planning to help prepare individuals for a catastrophic injury situation within sports.

- The top causes of sudden death in sport: cardiac, head injuries, heat stroke, exertional sickling, asthma, anaphylaxis, direct trauma, lightening, and hyponatremia
- 425 catastrophic injuries resulted in permanent disability injuries and 398 catastrophic injuries resulted in full recovery
- 4% of sport related deaths in the US in 2013 were youth athletes under the age of 17



What does the research say?

The EAP should be reviewed at least once per year with all athletic personnel along with CPR and first aid refresher training.

The development and implementation of an EAP helps ensure the best care is provided in the event of an emergency.

In the event of an emergency, the 911 Emergency Medical Services (EMS) system should be activated as quickly as possible and with accurate information to ensure appropriate medical personnel are dispatched. The first responders need to be trained

Despite pre-participation screening, healthy-appearing competitive athletes may harbor unsuspected cardiovascular disease with a potential to cause sudden death and therefore preparation should include:

- The formation and implementation of an EAP
- Education and training on cardiac conditions and CPR/AED
- Maintenance of emergency equipment and supplies
 - Appropriate use of personnel

Currently it is unknown if emergency action plans were in place at schools where sudden deaths took place. The Korey Stringer Institute is examining these cases in depth from 2000-2013 with the help of the National Center for Catastrophic Sport Injury Research. This project may help identify what percentage of cases lacked EAPs.

Early defibrillation is critical in the event of a cardiac emergency with the target goal of under 3 minutes from the time of collapse to the first shock. Therefore clear, detailed and practiced EAPs are essential to keep this goal attainable when time is of the essence.



Best Practice Recommendations

Evidence-Based Best Practice Recommendations	Meets Best Practice Recommendation
1. <i>Every school should develop an EAP for managing serious and or potentially life-threatening injuries.</i>	
2. <i>The EAP should be developed and coordinated with local EMS, venue public safety officials, on site medical personnel or organization administrators.</i>	
3. <i>Every school should have a written EAP document distributed to all staff members.</i>	
4. <i>The EAP should be specific to each venue and include maps and/or specific directions to that venue.</i>	
5. <i>On-site emergency equipment that may be needed in an emergency situation should be listed.</i>	
6. <i>The EAP should identify personnel and their responsibilities to carry out the plan of action with a designated chain of command.</i>	
7. <i>Appropriate contact information for EMS.</i>	
8. <i>Facility address, location, contact information etc. should be identified in the EAP.</i>	
9. <i>Plan should specify documentation actions that need to be taken post emergency.</i>	
10. <i>EAP should be reviewed and rehearsed annually by all parties involved.</i>	
11. <i>Healthcare professionals who will provide medical coverage during games, practices, or other events should be included.</i>	

Notes:

+ Why is it important to...

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Emergency Action Plan



Ensure every school develops an EAP for managing serious and or potentially life-threatening injuries?

- Emergency management of injuries in sport should be handled by a trained medical professional
- Preparation for response to emergencies includes education and training, maintenance of emergency equipment and supplies, and appropriate use of personnel
- Additionally, the implementation of all of these critical steps to managing an emergent event should be documented within an EAP

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Develop EAPs specifically for each venue, including appropriate contact information for EMS, facility address, location and maps and/or specific directions to that venue?

- Each venue or athletic facility has a different layout, directions and accessibility
- Due to the variability, it is imperative to have separate plans for each site
- Transportation from the venue to a medical facility is one of the most vital parts of an EAP
- In order to relay the appropriate information to EMS it is necessary for each venue to have its own EAP specifying its:
 - Address
 - Different locations within the venue itself
 - EMS entrance place
 - Important people to contact in case of an emergency



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First responder



Identify personnel and their responsibilities to carry out the plan of action with a designated chain of command?

- Due to the variability of the first responder on scene, it is important to recognize the level of medical training for each member of the EAP team
- Trainings to be considered include:
 - CPR
 - AED
 - First Aid
 - Athletic Trainer
 - First Responder/ EMT/ Paramedic
 - Doctor (appropriate type of doctor is NECESSARY!)
 - Nurse
 - Other Medical provider?



Why is it important to...

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Develop, coordinate, include and distribute the EAP to local EMS, venue public safety officials, on-site medical personnel, staff members, health care professionals or organization administrators?

- First responders on the scene vary day-to-day, sport-to-sport
- There is possibility of variability of the first responder and assisting roles, it is important to identify all possible individuals who may assume one of these roles

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Identify and list the equipment needed in an emergency situation?

- Specific emergency equipment should be on site and quickly accessible and are vital for the ability to save a life
- Emergency equipment includes:
 - Automatic External Defibrillator (AED)
 - Medical Kit and Splint Kit
- Band-Aids, gauze, gloves, cleaning solution, tape, etc.



6



Specify documentation actions that need to be taken post emergency?

- It is important to remember that this is a working document.
- All of the preparedness in the world can still relate in flaws within the plan itself.
- Following an emergency situation, it is important to debrief immediately post emergency in order to identify the areas of necessary improvement.

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Review and rehearse the EAP annually by all parties involved?

- Education and preparedness are one of the most effective aspects of emergency management, allowing personnel to:
 - Maintain their emergency skills at a high level of competency
 - Communicate new policies before the start of a season or tournament
 - Improve overall team communication





Essential Framework

Key Personnel

- Athletic Trainers
- Coaches
- Parents
- Administrators
- Emergency Medical Services

Equipment

Keys to gates	\$20
AEDs and other emergency equipment	\$varies
Lamination of EAP and posting	\$50
First Aid kit	\$40
CPR/AED Training for coaches	\$40-60/coach

Implementation Sequence

Implementation Strategy	Complete
Identify what your organization does well	
Identify what your organization can improve upon	
Increase knowledge by reviewing example documents	
Consider who key personnel are to your organization	
Consider all possible venues	
Draft a general EAP	
Have several people review the EAP <ul style="list-style-type: none"> ○ Including medical personnel, EMS, coaches and parents 	
Create a final EAP	
Post the EAP in several different locations	
Revisit policy annually and revise as necessary	

+ Potential Barriers and Solutions

Problem:

Public fields may be hesitant to post EAPs on the fields when other people also use them.

Solutions:

- Make sure to label your EAP clearly and properly for your school
- Collaborate with fields/grounds manager to create an EAP that can be used by all individuals on the field

Problem: No medical staff at the event

Solutions:

- It is very important to have a plan of some kind posted for activities taking place you are unable to have medical staff present
 - In the EAP document, specifically note the most medically trained individual will take point of the situation

Problem: Too many different venues with different addresses

Solutions:

- Consider making a general EAP with standard procedures for all venues, but include separate venue-specific addresses/directions in special sections or on laminated '911 Calling-Cards
- Each card can be placed at its respective venue, laminated, and velcroed to the permanent EAP or in coaches' binders
- This also allows for the Calling Card to be moveable and easily transported to the patient

Problem: What if people don't understand the EAP?
I can't possibly go to every person involved in our school and explain the whole thing to them!

Solutions:

- Have outsiders review the document
- Parents who have no medical training should review the document
 - Medical professionals should review the document
 - Coaches should review the document
 - Make sure the document is at an 8th grade reading level
- The EAP should be specific enough that there is no grey area about role delineation, but general enough that any group of individuals can quickly decide their roles

FOOTBALL EAP: Butts-Mehre Hall, Woodruff Practice Fields

Revised 8/1/06

ADDRESS: 1 Selig Circle, Athens, GA

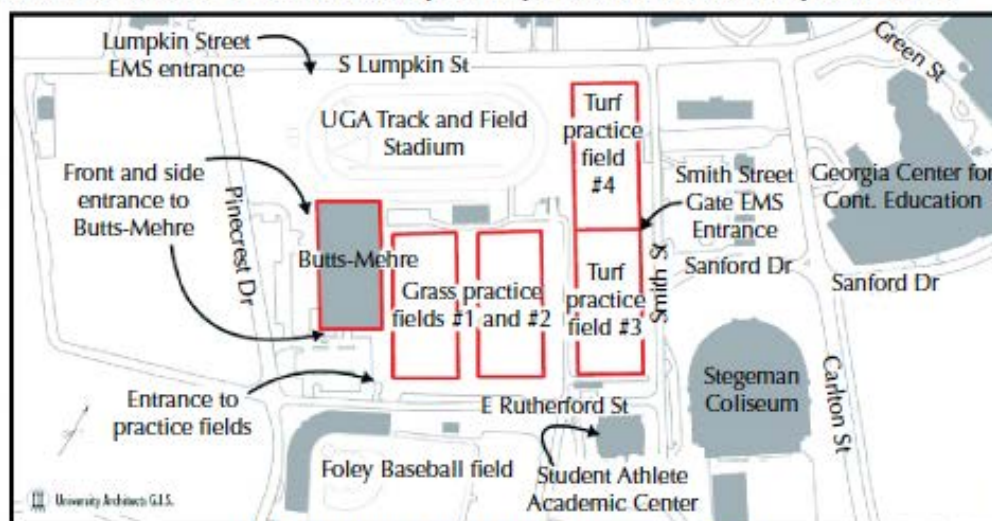
VENUE DIRECTIONS

Butts-Mehre Hall is located on Pinecrest Street (cross-street Lumpkin). Two entrances provide access to building:

1. Main entrance: front of building on Pinecrest Street (directly across from Barrow Elementary School).
2. Athletic training room entrance: rear of building, access from driveway off of Smith Street.

Football practice fields are located with two fields adjacent to Rutherford Street and two fields adjacent to Smith Street. Two gates provide access to football practice fields: Smith Street opens to artificial turf practice fields and access road. Gate on East Rutherford Street opens to grass practice fields.

GPS Coordinates (in event of the need for a medical helicopter transport): 33 56.54 / 83 22.83 (practice field 2)



Football: Butts-Mehre Hall, Woodruff Practice Field

EMERGENCY PERSONNEL

Butts-Mehre Hall: certified athletic trainers, student athletic trainers, and physician (limited basis) on site in athletic training facility, located on first floor.

Football Practice Fields: certified athletic trainers and student athletic trainers on site for practice and workouts.

EMERGENCY COMMUNICATION

Butts-Mehre Hall: fixed telephone lines in Butts-Mehre Hall (000-000-0000) and athletic training facility adjacent to practice fields (000-000-0000).

Football Practice Fields: certified athletic trainers carry cellular telephones.

Physician #1 name @ 000-000-0000; Physician #2 name @ 000-000-0000; Physician #3 name @ 000-000-0000.

Fixed telephone line under practice shed (000-000-0000).

EMERGENCY EQUIPMENT

Butts-Mehre Hall: emergency equipment (AED, trauma kit, splint kit, spine board, ProPak vital signs monitor, Philips MRx 12-lead ECG/defibrillator) located within athletic training facility on first floor.

Football Practice Fields: emergency equipment (AED, trauma kit, splint kit, spine board) maintained on motorized medical cart parked adjacent to practice shed during practice; additional supplies maintained under practice shed; additional emergency equipment accessible from Butts-Mehre athletic training facility adjacent to track.

Roles of First Responders

1. Immediate care of the injured or ill student-athlete.
2. Activation of emergency medical system (EMS).
 - a. 9-911 call (provide name, address, telephone number, number of individuals injured, condition of injured, first aid treatment, specific directions, other information as requested).
 - b. Notify campus police at 000-0000.
3. Emergency equipment retrieval.
4. Directions of EMS to scene.
 - a. Open appropriate gates (Smith Street gate has keycard entry; other gates secured with padlocks for M60 key).
 - b. Designate individual to "flag down" EMS and direct to scene.
 - c. Scene control: limit scene to first aid providers and move bystanders away from area.

Figure 1. Sample emergency action plan.