

Deer Creek High School

EMERGENCY ACTION PLAN

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Emergency Action Plan

Emergency situations may arise anytime during athletic events. Expedient action must be taken in order to provide the best possible care to the sport participant in emergency and/or life threatening conditions. The development and implementation of an emergency plan will help ensure that the best care will be provided.

As emergencies may occur at any time during an activity, the sports medicine department and athletic staff must be prepared. Athletic Organizations have a duty to develop an emergency plan that may be implemented immediately when necessary and to provide appropriate standards of emergency care to all sports participants. This preparation involves formulation of an emergency plan, proper coverage of events, maintenance of appropriate medical emergency equipment and supplies, utilization of appropriate medical emergency personnel, and continuing education in the area of emergency medicine and planning. Hopefully, through careful pre-participation physical screenings, adequate medical coverage, safe practice and training techniques, and other safety avenues, some potential emergencies may be averted. However, accidents and injuries are inherent with sports participation, and proper preparation on the part of the Sports Medicine Team should enable each emergency situation to be managed appropriately.

Components of the Emergency Action Plan

1. Emergency Personnel
2. Roles of First Responders
3. Emergency Communication
4. Emergency Equipment
5. Emergency Transportation
6. Venue Directions with Map
7. Individual Sports/Facilities EAP's
 - a. Heflin Football Field
 - b. Multi-Sport Facility
 - c. Performing Arts and Athletic Center
 - d. Alumni Hall
 - e. Tennis Courts
 - f. John Hundley Baseball Field
 - g. Softball Field
 - h. Men's Football
 - i. Men's and Women's Soccer
 - j. Men's and Women's Track and Cross Country
 - k. Baseball and Softball
 - l. Men's and Women's Tennis
 - m. Men's and Women's Basketball
 - n. Women's Volleyball
 - o. Men's Wrestling
8. On-Field Emergency Protocol
9. Emergency Action Plan Checklist for non-medical emergency.

Emergency Action Plan Personnel

During typical athletic practice or competition, the first responder to an emergency is typically a member of the sports medicine staff, most commonly a certified athletic trainer, but may also be a coach or administrator. A team physician may not always be present at every organized practice or competition. The type and degree of sports medicine coverage for an athletic event may vary widely based on such factors as the sport or activity, the setting, the type of training or competition.

Roles of First Responders

The development of an emergency action plan cannot be complete without the formation of an emergency team. The emergency team may consist of a number of healthcare providers including physicians, emergency medical technicians, certified athletic trainers, graduate student athletic trainers, student athletic trainers, coaches, managers, and possibly bystanders. Roles of these individuals within the emergency team may vary depending on various factors such as the number of members of the team, the

athletic venue itself, or the preference of the Head Athletic Trainer. There are four basic roles within the emergency medical team.

1. The first and most important role is establishing safety of the scene and immediate care of the athlete.

Acute care (immediate care) should be provided by the most qualified individual on the scene. Individuals with lower credentials should yield to those with more appropriate training. 2. EMS activation may be necessary in situations where emergency transportation is not already present at

the sporting event. This should be done as soon as the situation is deemed an emergency or a life-threatening event. Time is the most critical factor under emergency conditions. Activating the EMS system may be done by anyone on the team. However, the person chosen for this duty should be someone who is calm under pressure and who communicates well over the telephone. This person should also be familiar with the location and address of the sporting event. 3. Equipment retrieval may be done by anyone on the emergency team who is familiar with the types and

locations of the specific equipment needed. Student athletic trainer aides, managers, and coaches are good choices for this role. 4. Directing EMS to the scene is the fourth role. One member of the team should be responsible for

meeting emergency medical personnel as they arrive at the site of the emergency. Depending on the ease of access, this person should have keys to any locked gates or doors that may slow the arrival of the medical personnel. An administrator, the athletic director or coach may be appropriate for this role.

Activating the EMS System

Making the Call:

- **Notify emergency personnel at 911**

Providing Information

- **Name, address, telephone number of caller**
 - **Nature of emergency, whether medical or non-medical**
 - **Number of athletes injured**
 - **Condition of athletes (breathing, not breathing, pulse, no pulse, bleeding, conscious, unconscious)**
 - **First Aid treatment initiated by first responder (blood control, CPR, etc.)**
 - **Specific directions as needed to location of injured athlete (see individual sport EAP)**
 - **Other information requested by dispatcher**
-

Emergency Communication

Communication is key to quick emergency response. Athletic trainers and emergency medical personnel must work together to provide the best emergency response capability and should have contact information such as telephone tree established as part of pre-planning for emergency situations. Communication prior to the event is a good way to establish boundaries and to build rapport between both groups of professionals. If emergency medical transportation is not available on site during a particular sporting event, then direct communication with the emergency medical system at the time of the injury or illness is necessary.

Access to a working telephone or other telecommunication device, whether fixed or mobile, should be assured. The communications system should be checked prior to each practice or competition to ensure proper working order. A back-up communication plan should be in effect should there be failure of the primary communication system. A cellular phone is preferred if available. At any athletic venue, whether home or away, it is important to know the location of a workable telephone. Pre-arranged access to the phone should be established if not easily accessible.

Emergency Equipment

All necessary emergency equipment should be at the site and quickly accessible. A automated external defibrillator (AED) should be present during all athletic practices and competitions. During regular afterschool practices, the AED is located wherever the certified athletic trainer is present which is in the Multisport Facility Athletic Training Room or on the football field. During home events, it will be located on the sideline, court, or dugout depending upon the sporting event that is taking place. If there are multiple sports taking place at the same time, the certified athletic trainer will use his/her discretion as to location of the AED. There is also an AED located in the Athletic Office in the PAAC. Personnel should be familiar with the function and operation of each type of emergency equipment. Equipment should be in good operating condition, and personnel must be trained in advance to use it properly. Emergency equipment available should be appropriate for the level of training for the emergency medical providers. Creating an equipment inspection log book for continued inspection is strongly recommended. It is recommended that a few members of the emergency team be trained and responsible for the care of the equipment.

It is important to know the proper way to care for and store the equipment as well. Equipment should be stored in a clean and environmentally controlled area. It should be readily available when emergency situations arise.

Medical Emergency Transportation

In the medical emergency evaluation, the primary survey assists the emergency care provider in identifying emergencies requiring critical intervention and in determining transport decisions. In an emergency situation, the athlete should be transported by ambulance, where the necessary staff and equipment is available to deliver appropriate medical care. Emergency care providers

should refrain from transporting unstable athletes in inappropriate vehicles. Care must be taken to ensure that the activity areas are supervised should the emergency care provider leave the site in transporting the athlete. Any emergency situations where there is impairment in level of consciousness (LOC), airway, breathing, or circulation (ABC) or there is neurovascular compromise should be considered a "load and go" situation and emphasis placed on rapid evaluation, treatment and transportation. In order to provide the best possible care for Deer Creek High School Athletics, all athletes should be transported to a local hospital of the parent's choice.

Non-Medical Emergencies

For the following non-medical emergencies; fires, bomb threats, severe weather and violent or criminal behavior, refer to the emergency action plan checklist for the particular sport and follow the instructions.

Venue Directions with Map

For Deer Creek High School Athletic Facilities, the following directions will be used when activating EMS. For the tennis courts (1), and the baseball field (2) take Covell (NW 206th St.) West past the ATM. Make a right turn (first right past ATM). Then follow the specific directions for your particular sport/facility. For Alumni Hall (3), take Covell (NW 206th St.) West past the main entrance. Make a right turn on the fifth entrance (entrance with sign). Then follow the specific directions for your particular sport/facility. For Heflin Football Field/Track (4) take N MacArthur past the high school. Make a left turn on the second entrance (after the administration building, before the Performing Arts and Athletic Center parking lot). Then follow the specific directions for your particular sport/facility. For the Performing Arts and Athletic Center (6) take N MacArthur past the high school and make a left turn on the fourth left (entrance with sign). Then follow the specific directions for your particular sport/facility. For the Multi-Sport Facility (5), and the Softball Field (7), take North MacArthur past the high school. Make a left turn on the fifth entrance (past the Performing Arts and Athletic Center parking lot, before the intermediate school). Then follow the specific directions for your particular sport/facility. The layout of the Deer Creek High School Athletic Facility is:

1. Tennis Courts 2. Baseball Field 3. Alumni Hall 4. Heflin Football Field/Track 5. Multi-Sport Facility 6. Performing Arts and Athletic Center 7. Softball Field

EMERGENCY ACTION PLAN HEFLIN FOOTBALL FIELD/TRACK

EMERGENCY PERSONNEL: A certified athletic trainer is on-site for all practices and competitive events. Student athletic trainer aides may be present when supervised by a certified athletic trainer.

EMERGENCY COMMUNICATION: Cell phones of the certified athletic trainers or coaches will be used.

EMERGENCY EQUIPMENT: First aid supplies (athletic trainer's kit, biohazard bags, splints, crutches, immobilizers, and braces). The crutches, braces, and immobilizers can be found in the athletic training room located in the Multi-sport Facility. An epipen is located in the athletic trainer's kit. The automatic

defibrillator is located on the football field during all practices and games/meets.

ROLES OF EMERGENCY CARE TEAM MEMBERS:

1. Immediate care/assessment of injured/ill student-athlete. 2. Emergency equipment retrieval (appropriate for the emergency). 3. Activate the emergency medical system by calling 911.

a. Identify yourself and your role in the emergency. b. Specify the location and telephone number you are calling from. c. Give name of injured individual and approximate age. d. Give the condition of the victim. e. Give an approximate time of the incident/accident. f. Tell the care that is being provided. g. Give specific directions to the football field/track. Directions for EMSA are: Get on I-44 E from NW 10th St. Take OK-74 N to NW 206th St/W Covell Rd. Turn left to get to N MacArthur Blvd. Turn right at light and turn left in the second entrance (after the Administration Building, before the Performing Arts and Athletic Center parking lot). Continue straight onto field/track. h. Open appropriate gates (gates located on Southeast corner of stadium). i. Assign an individual to "flag down" EMS and direct them to the scene (an administrator, the athletic director or coach may be appropriate for this role).

SAFETY LOCATIONS: In the event of lightening or severe thunderstorm warnings, move all athletes from the field/track to their respected locker rooms. All spectators and fans will be encouraged to move into the Multi-sport Facility or the Performing Arts and Athletic Center. In the event of a fire or bomb threat, the teams/players should vacate the field by exiting the field into their respected locker rooms as to stay out of the way of the professionals. The coaches will be responsible for counting the players and making sure that everyone is accounted for. In the event of a campus lock down due to criminal activity, all athletes are to report to their respected locker rooms until the all clear signal is given by campus security or another high school official.

EMERGENCY ACTION PLAN PERFORMING ARTS AND ATHLETIC CENTER

EMERGENCY PERSONNEL: A certified athletic trainer is on-site for all practices and competitive events. Student athletic trainer aides may be present when supervised by a certified athletic trainer.

EMERGENCY COMMUNICATION: Cell phones of the certified athletic trainers or coaches will be used.

EMERGENCY EQUIPMENT: First aid supplies (athletic trainer's kit, biohazard bags, splints, crutches, immobilizers, and braces). The crutches, braces, and immobilizers can be found in the athletic training room located in the Multi-sport Facility. An epipen is located in the athletic trainer's kit. The automatic defibrillator is located on the football field during all practices and games/meets.

ROLES OF EMERGENCY CARE TEAM MEMBERS:

1. Immediate care/assessment of injured/ill student-athlete. 2. Emergency equipment retrieval (appropriate for the emergency) 3. Activate the emergency medical system by calling 911.

a. Identify yourself and your role in the emergency. b. Specify the location and telephone number you are calling from. c. Give name of injured individual and approximate age. d. Give the condition of the victim. e. Give an approximate time of the incident/accident. f. Tell the care that is being provided. g. Give specific directions to the Performing Arts and Athletic Center. Directions for EMSA are:

Get on I-44 E from NW 10th St. Take OK-74 N to NW 206th St/W Covell Rd. Turn left to get to N MacArthur Blvd. Turn right at light and turn left in the fourth entrance (entrance with sign). Continue straight into Performing Arts and Athletic Center. h. Open appropriate doors (doors located on East side of building). i. Assign an individual to "flag down" EMS and direct them to the scene (an administrator, the athletic director or coach may be appropriate for this role).

SAFETY LOCATIONS: In the event of severe weather (tornadoes, hail storms, etc) move all individuals into building hallways and interior rooms and away from windows. In the event of a fire, have all athletes exit in accordance with coach's instructions to the exterior of the building until the scene is safe. Have all spectators exit through the nearest exit and wait until the scene is safe. The coaches are responsible for counting the student athletes to make sure that all are accounted for. In the event of a bomb threat, all athletes are again to exit the building in accordance with coach's instructions and wait until an all clear signal is obtained and authorities have allowed re-entry into the building. In the event of a campus lock down due to criminal activity, all athletes are to report to their locker rooms until the all clear signal is given by campus security or another high school official.

EMERGENCY ACTION PLAN SOFTBALL FIELD

EMERGENCY PERSONNEL: A certified athletic trainer is on-site for all practices and competitive events. Student athletic trainer aides may be present when supervised by a certified athletic trainer.

EMERGENCY COMMUNICATION: Cell phones of the certified athletic trainers or coaches will be used.

EMERGENCY EQUIPMENT: First aid supplies (athletic trainer's kit, biohazard bags, splints, crutches, immobilizers, and braces). The crutches, braces, and immobilizers can be found in the athletic training room located in the Multi-sport Facility. An epipen is located in the athletic trainer's kit. The automatic defibrillator is located on the football field during all practices and games/meets.

ROLES OF EMERGENCY CARE TEAM MEMBERS:

1. Immediate care/assessment of injured/ill student-athlete. 2. Emergency equipment retrieval (appropriate for the emergency). 3. Activate the emergency medical system by calling 911.

a. Identify yourself and your role in the emergency. b. Specify the location and telephone number you are calling from. c. Give name of injured individual and approximate age. d. Give the condition of the victim. e. Give an approximate time of the incident/accident. f. Tell the care that is being provided. g. Give specific directions to the softball field. Directions for EMSA are: Get on I-44 E from NW

10th St. Take OK-74 N to NW 206th St/W Covell Rd. Turn left to get to N MacArthur Blvd. Turn right at light and turn left in the fifth entrance (after the Performing Arts and Athletic Center parking lot, before the intermediate school). Follow the signs back to the softball field. h. Open appropriate gates. i. Assign an individual to “flag down” EMS and direct them to the scene (an administrator, the athletic director or coach may be appropriate for this role).

SAFETY LOCATIONS:

In the event of lightening or severe thunderstorm warnings, move all athletes from the field to their respected locker rooms. All spectators and fans will be encouraged to move into the Multi-sport Facility or the Performing Arts and Athletic Center. In the event of a fire or bomb threat, the teams/players should vacate the field by exiting the field into their respected locker rooms as to stay out of the way of the professionals. The coaches will be responsible for counting the players and making sure that everyone is accounted for. In the event of a campus lock down due to criminal activity, all athletes are to report to their respected locker rooms until the all clear signal is given by campus security or another high school official.

EMERGENCY ACTION PLAN TENNIS COURTS

EMERGENCY PERSONNEL: A certified athletic trainer is on-site for all practices and competitive events. Student athletic trainer aides may be present when supervised by a certified athletic trainer.

EMERGENCY COMMUNICATION: Cell phones provided by the certified athletic trainers or coaches will be used.

EMERGENCY EQUIPMENT: First aid supplies (athletic trainer’s kit, biohazard bags, splints, crutches, immobilizers, and braces). The crutches, braces, and immobilizers can be found in the athletic training room located in the Multi-sport Facility. An epipen is located in the athletic trainer’s kit. The automatic defibrillator is located on the football field during all practices and games/meets.

ROLES OF EMERGENCY CARE TEAM MEMBERS:

4. Immediate care/assessment of injured/ill student-athlete.
 5. Emergency equipment retrieval (appropriate for the emergency).
 6. Activate the emergency medical system by calling 911.
- a. Identify yourself and your role in the emergency.
 - b. Specify the location and telephone number you are calling from.
 - c. Give name of injured individual and approximate age.
 - d. Give the condition of the victim.
 - e. Give an approximate time of the incident/accident.
 - f. Tell the care that is being provided.
 - g. Give specific directions to the tennis courts. Directions for EMSA are: Get on I-44 E from NW 10th St. Take OK-74 N to NW 206th St/W Covell Rd. Turn left to get to N MacArthur Blvd. Continue straight at light and turn right in the sixth entrance (after the ATM). Tennis courts are on the left.
 - h. Open appropriate gates.
 - i. Assign an individual to “flag down” EMS and direct them to the scene (an administrator, the athletic director or coach may be appropriate for this role).

SAFETY LOCATIONS:

In the event of lightening or severe thunderstorm warnings, move all athletes from the courts to their respected locker rooms or to the nearest high school building available. In the event of a fire or bomb threat, the teams/players should vacate the courts by exiting the courts into their respected locker rooms as to stay out of the way of the professionals. The coaches will be responsible for counting the players and making sure that everyone is accounted for. In the event of a campus lock down due to criminal activity, all athletes are to report to their respected locker rooms until the all clear signal is given by campus security or another high school official.

EMERGENCY ACTION PLAN JOHN HUNDLEY BASEBALL FIELD

EMERGENCY PERSONNEL: A certified athletic trainer is on-site for all practices and competitive events. Student athletic trainer aides may be present when supervised by a certified athletic trainer.

EMERGENCY COMMUNICATION: Cell phones provided by the certified athletic trainers or coaches will be used.

EMERGENCY EQUIPMENT: First aid supplies (athletic trainer's kit, biohazard bags, splints, crutches, immobilizers, and braces). The crutches, braces, and immobilizers can be found in the athletic training room located in the Multi-sport Facility. An epipen is located in the athletic trainer's kit. The automatic defibrillator is located on the football field during all practices and games/meets.

ROLES OF EMERGENCY CARE TEAM MEMBERS:

7. Immediate care/assessment of injured/ill student-athlete.
8. Emergency equipment retrieval (appropriate for the emergency).
9. Activate the emergency medical system by calling 911.
 - a. Identify yourself and your role in the emergency.
 - b. Specify the location and telephone number you are calling from.
 - c. Give name of injured individual and approximate age.
 - d. Give the condition of the victim.
 - e. Give an approximate time of the incident/accident.
 - f. Tell the care that is being provided.
 - g. Give specific directions to the baseball field. Directions for EMSA are: Get on I-44 E from NW 10th St. Take OK-74 N to NW 206th St/W Covell Rd. Turn left to get to N MacArthur Blvd. Continue straight at light and turn right in the sixth entrance (after the ATM). Continue straight to John Hundley Baseball Field.
 - h. Open appropriate gates.
 - i. Assign an individual to "flag down" EMS and direct them to the scene (an administrator, the athletic director or coach may be appropriate for this role).

SAFETY LOCATIONS:

In the event of lightening or severe thunderstorm warnings, move all athletes from the courts to their respected locker rooms. All spectators and fans will be encouraged to move into the indoor facility. In the event of a fire or bomb threat, the teams/players should vacate the field by exiting the field into their respected locker rooms as to stay out of the way of the professionals. The coaches will be responsible for counting the players and making sure that everyone is accounted for. In the event of a campus lock down

due to criminal activity, all athletes are to report to their respected locker rooms until the all clear signal is given by campus security or another high school official.